

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Trustees as a Corporation and Administrative Agency

Tuesday, January 24, 2017, 3:00 p.m.
Boston Public Library, Charlestown Branch
179 Main Street, Charlestown, MA 02129

MINUTES

A meeting of the Trustees of the Public Library of the City of Boston as a Corporation and Administrative Agency was held at the Charlestown Branch of the Boston Public Library, on Tuesday, January 24, 2017 at 3:00 pm.

Present at the meeting were: Chair Robert Gallery, Vice Chair Evelyn Arana-Ortiz, Trustees: Zamawa Arenas, Byron Rushing, Ben Bradlee Jr, and Cheryl Cronin. Also present: Boston Public Library President David Leonard, Clerk of the Board Pamela Carver, Boston Public Library staff; Senior Assistant Corporation Counsel Caroline Driscoll, City of Boston Budget Director Katie Hammer, and members of the public.

Chair Robert Gallery presided, called the meeting to order at 3:01 pm, and thanked everyone for coming and wished everyone a happy new year. Mr. Gallery introduced Maureen Marx, the Charlestown Branch Librarian. Ms. Marx thanked Mr. Gallery for his kind introduction and thanked the Trustees, David Leonard, the management team, and the members of the Charlestown community for attending the meeting at the Charlestown library. She gave a brief history about the branch that started in 1862. She talked about the various collaborations the library has with community partners (i.e. MassBio Medical Research Group, Thelma Lacey Senior Center, and the Harvard Kent School). She concluded by stating that the Charlestown Branch tries to ensure the role of the Charlestown Branch to be vibrant and relevant to the community. She introduced members of her staff and thanked them for their efforts.

Christine Amisano, President of the Friends of the Charlestown Branch spoke next. She explained that the Friends are proud to support all that the branch does to serve the children, teens, adults, and seniors of the Charlestown community. She pointed out a few members of the Friends group who were also in attendance. She explained they are a small but passionate Friends group. They host concerts, book sales and other kid and family friendly events.

The Trustees thanked Ms. Marx for her long service to this community and he thanked her for her long standing commitment to this library and her service to the public as well. Mr. Gallery noted that the Trustees like seeing all the families and the kids enjoying the library and all applauded.

Chair Robert Gallery addressed the Call to Order and Report and, with no changes, edits, or comments to the Minutes for the November 24, 2016 Trustees Meeting, upon motion made and duly seconded, the Trustees unanimously voted to approve the Minutes.

Mr. Gallery discussed the development of the new Trustees Governance and Development Committee. The formation of this committee flows directly out of the November meeting regarding the need to establish a governance body in light of the Boston Public Library Foundation's ("BPLF") dissolution and the Mayor's Home Rule Petition, both which will be addressed later today. Effective immediately, he appointed the members of the Committee. Mr. Gallery explained that he had asked the Board of Trustees to express their interest in being a part of this committee and was happy to report that Mr. John Hailer has agreed to Chair the committee along with members Cheryl Cronin, Ben Bradlee, Jr. and Byron Rushing. Mr. Gallery noted that Mr. Hailer was unable to attend today's meeting because he called overseas this week. He congratulated the committee on their new appointment. He stated that he felt it was at a good point in BPL history to look at governance with an open mind on how to grow with the times and feels this committee will be a pivotal step to help get there. With no further questions regarding the committee the Chair moved to the next item on the agenda.

Jeff Hawkins, Chair of the BPLF was asked to give an update on the status of the Foundation. Mr. Gallery thanked him for his exemplary leadership as Chair of the BPLF and being extremely generous and thoughtful to his commitments to the City of Boston at large but more specifically, to the BPL.

Mr. Hawkins started by thanking the Board for having him and began with his history with the BPLF. He started back in 1999 as the BPLF's Young Professionals and after a hiatus returned in 2015 as Chair of the Foundation, following his predecessor, Ronald O'Hanley. He said the Foundation overall asked the question "What is the role of the BPLF and what is the role of the public and private partnerships to augment funding for the BPL?" This started their research into comparing how other libraries across the United States raise private philanthropic dollars for a public entity. They kept in mind that the BPL is *Free to all*, owned by the citizens and funded by the City, but also knowing that this funding is never enough to sustain all the programming and necessary staff. He went on to say the BPLF's primary goal is to raise money for the BPL so they sought out best practices of other libraries. They spoke to ten libraries including other comparable cities such as, New York, Los Angeles, Philadelphia, Chicago, San Francisco, as well as some smaller towns like Topeka and one in Oregon. Most were funded with public money as well, but also augmented with private funds to ensure they are able to provide robust programming. They found Philadelphia has better organization from a governance perspective. The President of the City's library was also the President of their Foundation. There was an overlap of approximately half of the members (were the same and their collaboration existed in an adhoc way). Philadelphia had a full staff of approximately 25 people and raise approximately 6-7 million dollars annually. He explained that the BPLF was struck by the fact that the president search committee for the BPL had requirements for the new appointee to help with the vision to increase funding for the Library. At the same time, Mayor Walsh, was asking all of the Library's associates and partners to raise more money. Mr. Hawkins went on to explain that they did a lot of soul searching and decided they would look at the best interests of the Library first. At October's Trustees meeting they decided to wind down the Foundation but to husband the resources to give the Library and the BPL President the optimal system. He explained they are calling it a dissolution but it is still at the Attorney General's office and they are currently working with a three board membership and they are essentially in stasis. They felt President Leonard and Chair Gallery can take their time to come up with an ideal system that will benefit

the Library the most. From June 2016 to now, they have transferred their funds over to the BPL (approximately 4.5 million). He explained that the current set up of the Foundation took approximately 40% of each dollar for operating costs and they wouldn't have been able to survive much longer that way without making a drastic changes to how they raise philanthropic dollars and build the support of other cultural institutions. He said it was not an easy decision but one that each staff member agreed with 100%.

Trustee Cronin asked if the decision had been made knowing there was enough alignment with the BPL and BPLF missions to combine them, that the two work together enough to mandate the creation of this organization. Mr. Hawkins agreed they did and said that they felt the library is owned by the people and should never be the decisions of a couple to set what the priorities should be. Trustee Arenas thanked the BPLF for their thoughtful and researched process and asked if he felt this was the best conclusion overall. Mr. Hawkins said it was one they feel very comfortable making and that it was the best for the BPL's future. She thanked him for his commitment to the BPL and for the support of the mission of the Board of Trustees and staff.

Trustee Bradlee asked if this dissolution essentially results in a temporary closure of the BPLF with a new re-opening with new governance guidelines. Mr. Hawkins explained the Attorney General has to sign off on the dissolution and that it will reside as a shelf entity until the BPL restructures it. The BPLF is in quite a few wills and bequeathed money and need to maintain it from a legal entity perspective. It will maintain one employee, Hope Coolidge who will continue to work as under the direction of the President to manage the Foundation's funds.

Vice Chair Arana-Ortiz echoed the sentiments of the other board members and asked how they leverage all the work they have done, with the new governance committee, and start over? Chair Gallery assured her that they are all linked, and that they will take advantage of the research they started and will expand on it. He also stated that Mr. Hawkins and his predecessor Mr. O'Hanley have offered their continued support in the future. Mr. Gallery said they plan to figure out the best way to raise the scale and do it efficiently. The BPLF helped with their thinking and now their actions are helping to make this happen.

President Leonard thanked Mr. Hawkins and all of the BPLF. He said they will continue to be part of the bigger conversation moving forward. He called this decision a bold move on their behalf and it dovetails with the consultant project that was reported at the previous meeting. They are wrapping up their first phase through a grant from the Barr Foundation. Kubler Wirka is looking to take the entire landscape by February 2017 and will report their early finding as a range of options to move forward with all those affiliated in in a philanthropic way. Whether that means including the BPL Foundation and the all the affiliates, including the Associates, the Map Center and the Friends groups. This move by the BPLF indicates that the BPL needs more funds and is an urgent piece of business that must be done over the coming 18 months.

Chair Gallery asked that all fund raising groups come together for the BPL and the priorities of the BPL. He stated that it is hard to do in a coherent way but it needs to be clearer when we ask for the support that they know they will need to ask for. He thanked the BPLF for all their hard work and said they will use it for a jumping off point moving forward.

Chair Gallery stated the next item on the agenda is part of the same mosaic which is the discussion of Mayor Walsh's proposed Home Rule Petition entitled "*Petitions for a Special Law Re: An Act Further Regulating the Appointment of Trustees of the Public Library of the City of Boston*". Mayor Walsh has gone to the both the City Council and the State Legislature and asked under a Home Rule Petition to increase the number of trustees from nine to fifteen. This petition is in the public domain now but the first time the Trustees are meeting on it. The purpose of the petition is to broaden the ability to attract more experienced people to broaden the impact to support Mr. Leonard and the BPL team to take the BPL forward. Mr. Gallery said he was very excited about this and that lots have changed since the antiquated determination of nine board members was set up back in the 1800's. Felt it was perhaps time to increase the number of trustees and that the governance committee will help to sort out the assumed incremental spots when they get them.

The Chair called on Mr. Leonard to give his President's report. Mr. Leonard explained for the sake of time his report will be brief to allow the focus and time for budget and finance to be the priority.

Mr. Leonard was happy to report that Mayor Walsh highlighted in his State of the City Address, the success of the Johnson renovation and commitment to the branches for the next five years and beyond capital projects as well. This also highlights the commitment to temporary services in Chinatown. The BPL will be entering into a temporary agreement with the BPDA at the Chinatown Trade Center and hoping to come online later in the 2017 calendar year. They are still determining build out and operating costs to get started. The effort to find a longer term configuration of what library services will look like, he said it will be formulated looking at old study findings and current needs of the community. Mr. Leonard has received positive reaction thus far from the community and believes this is something that is much appreciated and received to the commitment of Boston overall.

Mr. Leonard met with the Highland Street Foundation recently and was happy to report that the BPL was awarded a small grant for summer reading and programming. This will be helpful in a small scale, but feels in the environment of changing philanthropic realities for the library they will continue to work on increasing progress while a longer solution is worked on.

Mr. Leonard stated his own strategy has been to reach out to staff in the community. Meeting with several Friends groups, working on the partnership front and hoping to bring more partners into the mix of civic engagement to bring more cultural fund and deliver the promise of what an art and cultural institution can make. The BPL has increased and moving forward with Customer Service training. They did the initial phase with the Johnson renovation but the last couple of months have looked at best practices and challenges in the Library's recent reality and putting a new program together to raise the bar for our everyday interactions with the public.

Moving to the next portion of agenda, Mr. Leonard introduced Katie Hammer, Budget Director for the City of Boston, and Ellen Donaghey, Boston Public Library Chief Financial Officer. Ms. Hammer started that she was proud of the work on FY17 budget and continues to work with the BPL and made some important investments. She was happy to support the conservation of the

Special Collections investment, progress on a lot of capital projects (such as the launch of the Adams Library, beginning design process of the Dudley Branch as well as the Jamaica Plain renovation). She stated it was great to celebrate the Central Library completion as well. She explained that we enter the new budget, Boston is seeing all time high revenues on property tax, and the local receipt category is doing well as well, but continue to feel pressure on state revenues. Fixed costs (charter school tuitions, debt services payments, pension contributions, rising annual health insurance payments, etc.) are continuing to rise. Almost all collective bargaining contracts are being negotiated and the arguments will have a direct effect on reinvestment. She stated that looking at BPL for collaboration as we enter this budget cycle.

Through rising costs and declining state revenue, Boston continues to have strong fiscal management and a strong AAA bond rating with a stable outlook. She looked forward to working with Mr. Leonard and Ms. Donaghey and delivering the announcement of the Mayor's annual budget in April. She went on to introduce Maryanne Peckham as the new Budget Analyst for the BPL. The Board welcomed her and then Ms. Donaghey began with her presentation of the FY18 Budget.

Ms. Donaghey explained that they submitted the BPL's maintenance request in the initial submission last week. She and her team will continue to work with the office of OMB and make changes accordingly. She stated that in the hopes of being more transparent and clear in regards to how the BPL's money is spent, the Finance and Audit Committee decided to give more insight as to where the money goes in a more in depth way.

She stated that the percentage breakdown shows 8% donors but they not is not public donations, it is actually affiliates and BPLF funding. The Finance and Audit Committee wanted to change how the date was broken down showing library affiliates which include the Foundation, Map Center, Associates, and the Friends group.

In addressing the BPL Operating Budget, Ms. Donaghey explained that they have two forms of funding, City of Boston and External Funds or also known as Trustee Funds. The Finance and Audit committee asked for clearer breakdown of how the data was reflected. For example the "Trustee Funds" column wasn't very helpful. So they asked for it to be listed as Trustee funds, State Aid, other, etc.

Ms. Donaghey began by saying \$3.1 million budgeted for salaries which does include some overtime, but with Events coming back, overtime may increase (but will be paid for by the earnings for the Events). Utilities was listed at \$97,900 but was associated with the Norwood Sale. Under a previous agreement, the City of Boston agrees to pay for all archives. We increased in repairs of buildings as some of it was categorized incorrectly but is now correct. BPL is looking to spend more on digital stacks, cameras, elevator maintenance, window washing and masonry issues the branches. There is an increase in custodial costs, \$6500 budgeted, but with 541,000 visitors to the Central Library in the first quarter, that is an increase of over 20% so we budgeted for \$40,000 more this year. She explained programming costs come from Trustee funds, but there is a \$170,000 reduction next year. In light of year one Johnson Building costs, the Shakespeare exhibition, and a year of complimentary programming and concerts which we will not have next year they are adding \$20,000 in trust money into other things.

She moved onto the City Budget as there were no questions. Out of collective bargaining, every year staff for get COLA (cost of living adjustments) and the BPL is not associated with the cost increase. There may be reflections of some minimum wage increase, and so this might change with initial budget review.

Overtime may increase with but noted the allotment through salary savings between 2010 and 2015, BPL spent \$45,000 so budgeting \$35,000 is still a decrease.

There is a reclassification, listed as “Telecom and IT Services”. It is budgeted for \$165,000 which is an increase, but is a result from Johnson being offline (budgeted for \$3.8 and only spent \$3.2) Ms. Donaghey explained the cost of steam is much more expensive to run in the summer months than in winter. Still need more monthly actual costs with the new renovation before they will have a clearer idea and more accurate projections of steam costs. They will sure it up accordingly.

HVAC Contracts and fire alarms will be paid out of the trustee side. She noted a lot of equipment is coming off of the warranty period and anticipates some higher contract prices. In Miscellaneous Supplies, we asked for City funding for Collections as 8% of budget, but asked for 7.5%. Part of what is given is Capital costs and are not included here. The \$3+ million is not just Collections, we use Enterprise money and not just Trustee funds. We anticipate that request for increase will be the focal point.

Equipment is up a little as we had to replace lots of computers, ear buds, mouse, and monitors in Central Library. We have more computers than ever and need Adobe increase on support systems. She concluded by saying they are attempting to bring more transparency per Mr. Leonard and hence the level of detail provided. She said it serves as a baseline for conversation with the City of Boston where there is room for, great efficiency and where they are right.

Ms. Cronin asked what the status of this was, does this BPL budget represent the BPL’s recommendation? Ms. Donaghey explained this represents the maintenance costs for the BPL and that this is the initial submissions. The City will most likely come back at the BPL for changes and come back in March with final proposed budget. She stated that they welcome any suggestions from the Trustees.

Ms. Arenas asked based on the previous conversation with Mr. Hawkins, was the change in the Foundation accounted for? She explained that they typically budgeted \$400,000 from the BPLF and so knowing the changes, they held back a bit on some of the spending to shepherd this keeping in mind some money may come with restrictions and some as endowments and not spendable. Mr. Leonard explained that the changes with the funding from the Foundation will cause more problems for FY19 than FY18.

Ms. Donaghey went onto explain they are taking deep dive into restrictions on Trust Funds to see if there can be any of the restrictions lifted, further information to come.

At the March 22, 2017 Trustee meeting, the Trustees will vote on the recommended budget. On April 13, 2017, Mayor Walsh will announce his budget. Mr. Leonard confirmed that the budget would be revisited at the March Trustee meeting and, after dialogue with City of Boston colleagues, the BPL would present exactly what the actual budget submission will be, what could be reduced, and what a maintenance budget would look like.

Mr. Leonard next introduced Eamon Shelton, BPL Director of Operations, to discuss the capital component of the budget submission and, although a five-year look ahead, the presentation will focus on active projects and preliminary FY18 priorities.

Mr. Shelton explained that he will give a brief overview of all the active projects. All projects follow the same process stages (Planning, Programming, Design, Construction Phase, to Move in Occupancy). He explained that the Adams Branch is currently in its final step of the Programming Study and moving forward to the design stage. Chinatown is currently in the Planning stage to provide temporary services. The Dudley Branch is completing its Design stage. Parker Hill is in the design stage and Jamaica Plain is anticipated to reopen in late spring as we projected, sometime in May. They are currently installing furniture. Mr. Leonard stated that the Construction team should be congratulated for their hard work and this will be the next major project to celebrate.

Mr. Shelton continued by explaining that each project in the submission is carefully considered based on how it advances the Compass principles. Projects fall into one of three areas: system wide, branch, or Central Library projects.

Within the category of system wide projects is the Critical Repair Fund. This is a capital project used each year to fund roof leaks and other infrastructure type items that could happen across the system and, of course, this will continue. The facilities audit looks at infrastructures and systems to help BPL roadmap its capital plan moving forward.

Also in the system wide category is the security audit recommendation to enhance security at Central Library and certain branches. BPL is looking to install new cameras, card key access as well as other security systems in Central Library. Also working on installing cameras at Grove Hall and Mattapan branches.

In the category of branch and facility projects, Mr. Shelton spoke of the following:

Archival Center Expansion –Look at the space at Archival Center to optimize what is in the existing footprint. It will look at the future needs of the collection since it is at capacity. It is looking at a programming study to determine needs.

Central Library- Johnson energy improvements (drawing funds for the Rare Books HVAC project). We are wrapping up the master plan, working with the PFD and final renovation will be a combination of mechanical work in the space.

McKim Library Phase II includes signage for both buildings. We are basically completing the project for both buildings. The McKim library will start planning spaces in McKim that haven't been renovated, start the planning process for the areas that haven't been started.

He stated that his team is in dialogue with the Office of Business Management ("OBM") with new projects not on the slate that commits us to in the most recent 2010 study. (South End, Lower Mills, and South Boston)

Ms. Arana-Ortiz asked if the Dudley Branch had a lot of community participation and he explained they did. Mr. Shelton explained that the last Community Action Committee meeting is scheduled in February and that they have helped design the overall plan for the branch. Trustee Representative Rushing added that he thinks it would be helpful for the Trustees to be notified of these community meetings and asked that they be put on the website as well. Ms. Arana Ortiz asked for a copy of the security report along with recommendations to be distributed to the Trustees as well. Mr. Shelton concluded his presentation.

Vice Chair called Laura Imscher the Chief of Collections to give an update.

Laura Imscher, Chief of Collections offered updates from the Rare Book and Print Departments. She explained they are preparing for the massive undertaking of an inventory, in preparation of the capital project. The collection is mainly paper based and is not located in one section. The goal is to assign a bar code to every item. There is approximately 250,000 books in the collection, each will be assigned a bar code. There is an estimated one million manuscripts, which will be bar coded at the box level. Unusual objects (example Washington medal), will have to have an extra step with an insert.

Inventory is due to begin in February. It will be conducted by BPL staff. There will be a service impact due in part that in order for the staff to accurately do this inventory, they have to reduce department hours. The department will keep Thursday hours only, by appointment, no walk-ins. This will allow some service but still allow for them to focus on the inventory. She said they are fast tracking digitization for those not able to come in to allow access where possible. She emphasized that it is most important and vital to care for the items during this process.

Trustee Representative Rushing asked when the inventory is done, how it will be provided to the public. Ms. Imscher explained this is an internal benefit only. It will now be bar coded and attached to a call number. This will allow trackable items and when the items move more precisely.

Vice Chair Arana-Ortiz asked if we notified the frequent users of the collections. Ms. Imscher explained that Beth Prindle has been notifying the regular researchers and schools ahead of time to notify them of the changes and what access will be offered. There were no further questions so Mr. Leonard asked for Mr. Michael Colford to come address the Board briefly on the new Teen Center procedural changes.

Mr. Colford explained that there have been some behavioral issues in the fall and some escalated to a place of concern to the staff. After much review they decided to reduce hours for a short time to figure out best practices moving forward. They closed the Teen Central down for a couple of days and also during the holiday. He stated this gave them the time to review the policies and speak to some external groups to see what their policies and procedures are in handling unacceptable behavior. They spoke with Boston Center for Youth and Families (“BCYF”) Street team, school headmasters, and Boston Police Department School division. The BPL discovered that many use the same rules. The Teen Central librarian vetted the new procedure with approximately 10-15 regular patrons to get their feedback and the new changes were initiated after vacation.

Teens are guided to the desk upon entrance where the rules are clearly posted. They review them with the patrons that they are for their safety and the safety of others. They have to agree to the new terms up front. The staff have noticed there is less discipline to be done now and the tone of the space is much better. The staff has noticed an increase in new teens coming to enjoy the space and there is a better trust between the patrons and staff as a result. The egregious offenders have not been back since they were trespassed. Mr. Colford concluded as there were no questions.

Chair Gallery thanked Mr. Colford and asked him to give the best to the staff for riding this out.

Mr. Leonard briefly explained that that Parks and Recreation submitted a letter to use the excess granite slabs from the Johnson renovation for the MR8 Park project. Martin Richard was a victim of the Boston marathon bombing and with the Library being so close to the site, he thought it would be an appropriate use of the extra material. The Trustees agreed and were pleased to hear that the granite will go to such a good cause.

The meeting then moved on to the report of the Finance and Audit Committee. Ms. Arana-Ortiz explained the first item was an “FYI” for the Trustees and didn’t require a vote. It was the 990 Report for Tax returns and was already reviewed by the committee and approved for submission.

Ms. Arana-Ortiz and Ms. Donaghey described each of the three votes before the Trustees, each vote delegating approval of the following contracts to the Finance and Audit Committee: (1) Request for approval for Chinatown library study to bring consultant to review for feasibility study (2) Hope Coolidge contract for \$85,000 to manage the BPLF funds. With no questions, and upon motion made and duly seconded, the Trustees

VOTED: that, there be entered into with Miller Dyer Spears Inc., 99 Chauncey Street, Boston, MA 02111 the most responsive, and responsible bidder, in a public Request for Proposal process advertised under G.L. C. 30B., a contract for Providing Consultant Services for Chinatown Library Feasibility Study for the Boston Public Library, at a total cost not to exceed ninety four thousand, six hundred dollars and zero cents (\$94,600.00). The Boston Public Library Evaluation Committee performed an evaluation of the proposals presented by two vendors as described in the Request for Proposal (RFP), and through this process determined the proposal presented by Miller Dyer Spears Inc. presented the best value for the Boston Public Library”, and;

VOTED: that, the Trustees of the Public Library of the City of Boston authorize an \$85,000 contract with Hope Coolidge to provide oversight and financial management of the Boston Public Library Foundation.

With no New Business, the meeting then moved to Public Comment.

Elissa Cadillic, AFSCME, Local 1526 noted that in regards to the preliminary budget before the City of Boston hoped for staffing line increases. She stated the need for more staffing since the opening of the Johnson Building, especially in the areas of Welcome Services and hoped to see those positions added to the budget. In years past, she said union leadership would meet with BPL leadership to discuss the BPL budget prior to it being submitted to the City of Boston. She requested that minutes be posted prior to approval for those unable to attend the meetings. Mr. Gallery stated that as a matter of observation, the Trustees get the minutes just prior to being presented and that this is common practice of other nonprofits as well. Ms. Cadillic stated that some of the staff she represents in Roslindale, Dudley, and Mattapan branches deal with drug abuse. She asked that there be a set policy of trespassing patrons and clearer standards system wide. She stated that staff should be safe and setting clear guidelines on acceptable rules and regulations at the BPL. Lastly, she asked if there can be a signage for a restroom on the first floor.

Gretchen Grozier, Co-Chair of the Jamaica Plain Friends noted that they will be having a fundraiser, a “sneak peek” if you will of the library on May 5th. She said they are very excited that the BPL has agreed to art gallery space that the community advocated for so much and that the BPL and the Friends have contracted a manager for that space that the Friends will pay for at least one year. They will be hiring a professional manager who will rotate the exhibits with local artists. She said there is great expectations of activating this space and they will not have enough staff with the staff that are existing, they are already at a deficit. She said that doubling space and the enormous amount of patrons they anticipate, they hope they will get more librarians to reflect that. The Friends are happy to advocate to make that happen. She stated she has written to have meetings on a Saturday or evening once in a while. She hopes the Board will consider this for those who would like to attend but have to work.

David Vieira, President of the Citywide Friends, stated if they need suggestions for the governance committee they should ask Caroline Driscoll. He agreed with Ms. Cadillic that meeting minutes be posted prior to approval. He also asked that any attachments for the agenda be posted as well to get better understanding of what will be discussed. He suggested the Board get a Parliamentarian who is familiar with “Robert’s Rule” so that if there is any questions regarding procedure, it can be addressed whether internal or hired position. Lastly, he said in regards to the BPLF status he asked Mr. McCabe back in 2014 and was treated disrespectfully at a meeting in the West End. He feels it is unfortunate and hopes to help get it back on track.

Marleen Nienhuis, Founding President of the South End Library just wanted to say that she had a capital projects discussion with President Leonard and how great he is to work with. She stated that the BPL has been deeply affected by the overwhelming number of addicts and homeless. It

is small space that divides the adults and children. Faced with mental health issues and addicts, there is an urgency for the Sound End project. She noted that private funding is an important part of this and the Friends agree to raise \$50,000 for initial phase, and she passed out a copy of this initial phase for all the trustees to see. She commented that she was happy to see the alignment of the BPL and the BPLF, that it has baffled her that they could never raise money together.

Louisa Stevens, Associates, just wanted to notify the Board that the writer in residence Natalie Coward Anderson, published her book today that was written at the BPL called "*City of Saints and Thieves.*"

Mr. Gallery the addressed the room stating that with the conclusion of the Public Comment, recommended the Board of Trustees go into an executive session. For reason of discussing ongoing litigation and public hearing may have detrimental outcomes. Vote was taken by Clerk of the Board, Pamela Carver, with a unanimous vote in favor to call an executive session.

With no further business, upon motion duly made and seconded, the Trustees voted to adjourn the meeting at 5:03 pm.

Respectfully submitted,

Pamela R. Carver
Clerk of the Board of Trustees