

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Trustees as a Corporation and Administrative Agency

Tuesday, November 10, 2015, 1:00 p.m.
Boston Public Library
Mattapan Branch
1350 Blue Hill Avenue, Mattapan MA 02126

MINUTES

A meeting of the Trustees of the Public Library of the City of Boston as a Corporation and Administrative Agency was held in the Mattapan Branch, Boston Public Library, on Tuesday, November 10, 2015 at 1:00 p.m.

Present at the meeting were: Interim Chair John Hailer, Vice Chair Evelyn Arana-Ortiz, Trustees: Zamawa Arenas, and Carol Fulp. Trustee Laura DeBonis participated via telephone. Also present at the meeting were: Boston Public Library Interim President David Leonard, Clerk of the Board Deborah Kirrane, Boston Public Library staff; Corporation Counsel Caroline Driscoll, Senior Advisor to the Mayor of Boston Molly Murphy, and members of the public.

Interim Chair John Hailer presided, called the meeting to order at 1:08 p.m., and addressed the Chair's Call to Order and Report. Mr. Hailer introduced Maurice Gordon, Mattapan Branch Librarian, and Mr. Gordon welcomed everyone to the branch. Mr. Gordon thanked his staff for their work in serving the public, and thanked the Trustees for choosing to conduct the meeting at the Mattapan Branch.

Mr. Hailer addressed review and approval of minutes for the September 29, 2015 Trustees Meeting. Upon motion made and duly seconded, Trustees unanimously

VOTED: "that the Minutes of the September 29, 2015 Trustee Meeting, be approved."

Mr. Hailer offered an update on the BPL President Search. He commended Search Committee Chair John Palfrey for leading a process that will involve the public. Mayor Walsh has publicly announced the members of the Search Committee. Mr. Palfrey and members of the Search Committee would be conducting a 'listening session' at the conclusion of the Trustee meeting.

Interim President David Leonard delivered the President's Report. BPL services restructuring plan is moving forward and all staff will be in place and appropriately trained in advance of summer 2015 opening of phase 2 of the Johnson Building renovation. BPL Director of Library Services, Michael Colford, will deliver a briefing to Trustees at anuary 12, 2016 Trustee meeting.

BPL Manager of Digital Services, Tom Blake, and former BPL President, Amy Ryan, were both honored at the 125-year Anniversary of the Massachusetts Board of Library Commissioners. Each received one of four inaugural awards recognizing Mr. Blake's and Ms. Ryan's efforts in digitization and innovation.

Initial preparation has begun for the FY2017 budget process. While formal guidance is expected from the City of Boston Chief Financial Officer in December 2015, staff has already begun working on ideas and opportunities for optimization and/or additional capital and operational needs. The Trustees may expect a more detailed briefing at January 12, 2016 Trustee meeting.

Print Collection inventory work continues apace and is expected to be 90% completed in spring 2016. Rare Books Department remains closed for cleaning from mold outbreak. Mr. Leonard reported that the major portion of the cleaning effort was completed as of Friday, November 6, 2015. Environmental challenges of humidity are being addressed and a date for re-opening the Rare Books Department to the public is expected within the coming weeks. Improved alert and notification systems have been put in place, warning if environmental conditions should deteriorate. Mr. Leonard advised Trustees that once an institution experiences a mold outbreak of this scale, the institution is predisposed to additional outbreaks. Addressing this environmental concern is a top priority for the BPL.

Mr. Leonard reported that the Special Collections assessment continues. Visits to New York Public Library and Yale University Library were informative and collaborative. Both institutions were forthcoming about standards used in the care of rare books and prints and information learned will help to inform BPL short-term and long-term stewardship decisions.

BPL Major Projects Program Manager, Eamon Shelton, provided brief updates on capital projects currently underway. Central Library renovation project continues and is on track for summer 2016 opening to the public. The current heavy demolition work represents a project milestone and involves connecting McKim and Johnson Buildings.

The Jamaica Plain Branch is still on track for a spring 2017 opening. A project manager has been assigned to the Dudley Branch Project and the City of Boston will meet in early December 2015 to develop the schedule for the full design process. Additionally, a program manager has been assigned for the Adams Branch programming study. Project goals and scope are being identified and developed, and an advertisement will follow shortly. A designer has been selected for the Parker Hill exterior waterproofing project and is currently in contract negotiations with BPL. The McKim Storm Replacement project involves replacing an old storm drain running from the front of the McKim Building to Dartmouth Street and across Copley Plaza. A contractor is in place and it is hoped that work will be completed before winter.

The BPL energy project, which involves making energy improvements throughout Central Library, will be used as the funding mechanism for mechanical system replacement in Rare Books Department.

Mr. Leonard noted that Chief of Arts and Culture, Julie Burros, was unable to attend the Trustee meeting, but she looks forward to attending a future meeting.

Mr. Leonard introduced Boston Public Library Foundation Executive Director Lisa Bevilaqua to provide an update on Foundation activities. Since arriving at BPL Foundation, Ms. Bevilaqua has met with BPL department heads to develop a list of priority funding. She is humbled and

inspired by what the Boston Public Library does – for free – every day. She has met with leadership of Associates and NBLMC, has begun visiting all BPL branches, and has met personally with 10 out of 18 Foundation board members. Ms. Bevilaqua has reached out to executive directors at other library systems for information concerning best practices, and participated in her first Foundation board meeting on November 4, 2015.

At the Foundation board meeting, the FY16 operating plan and revenue targets were discussed. The Foundation will hold a fundraising gala on June 10, 2016, to raise monies to provide purposeful, exciting, programming to animate the spaces of the renovated Johnson Building. Ms. Bevilaqua congratulated BPL on its recent grant for community learning from the Hearst Foundation, she reported on a bequest received to fund an endowment for the purchase of new books, and early discussions regarding a potential naming opportunity. Ms. Bevilaqua and Foundation directors are working on a governance audit, recruitment, mission, vision, and 5-year plan.

Ms. Bevilaqua has reached out to other institutions and learned that library philanthropy is in its embryonic stage compared to other institutions, i.e., museums, hospitals, etc. The idea of giving to libraries that are supported by city and state funding needs explanation, and many major donors do not often use the library. This information is helpful when thinking about board membership and helps to inform the case that despite city and state funding there is much more to be done. This is a time of transition for libraries, they need to be innovative, and often professional development does not make it to the operating budget. Ms. Bevilaqua explained that her approach is to talk to as many people as possible including foundation members and civic leaders.

In regard to the Hearst Foundation grant, Mr. Leonard thanked Michael Colford, Gianna Gifford, and Beth Prindle for their assistance. He further thanked Trustee Paul LaCamera. Mr. LaCamera played a key role in ensuring that the grant proposal stayed alive during time of transition at BPL and without his instrumental support, BPL may not be looking at this revenue for FY16.

Mr. Hailer moved to the Finance and Audit Committee reporting section of the meeting in which the Trustees would discuss and vote on the enterprise/retail space proposal. He asked that public comment, as related to this vote, take place prior to the vote. Ms. Arana-Ortiz said she would like to hear from members of The Catered Affair (“TCA”) and WGBH, as well as W. Tod McGrath, the independent retail advisor. She described the 10-member Retail Tenant Advisor Committee as representing members of the community, BPL staff, trustees, city hall employee. The Committee voted 7-4 to move the WGBH/TCA proposal forward to the Finance and Audit Committee. At its November 6, 2015 meeting, Finance and Audit Committee discussed the proposal and the vote in detail and voted 3-2 to move the proposal forward to the Board of Trustees. Mr. LaCamera and Ms. DeBonis voluntarily recused themselves from serving on the committee, due to conflicts of interest.

Public Comment as related to the Enterprise/Retail Tenant, Central Library:

Elissa Cadillic, President of AFSCME Local 1526 thanked the Trustees for appointing her to serve on the Retail Tenant Advisory Committee and stated she learned a lot from the process. She stated there were views against moving forward, against awarding the contract at this time, and against tying BPL to a 5-year commitment with TCA. She described TCA's current contract as one containing penalties for non-compliance. She pointed to past partnerships with WGBH and opportunities to continue to work with WGBH on a regular basis, but stated that the enterprise/retail space was not the place to do it. She asked that Trustees review the process one year from now, market the space to other non-profits, and accept a bid not based on finances at that time. Citing scarce seating at Central Library, Ms. Cadillic suggested additional tables and chairs be installed in the space reserved for enterprise/retail. She is not opposed to a tenant in the space, but would rather BPL take more time, evaluate more fully, and return to the process in another year.

Meg Mainzer-Cohen, President of the Back Bay Association addressed the Trustees. She was grateful for having served on the Community Advisory Committee and the Retail Tenant Advisory Committee which she described as robust. She recommended the WGBH/TCA, describing it as a solid proposal which would benefit BPL and Back Bay. The proposal is innovative, exciting, and mirrors retail opportunities at Hynes Convention Center. Ms. Mainzer-Cohen described TCA as the 'unsung hero' who has brought both WGBH and an opportunity for fine food service to BPL. One cannot account for the value of having a WGBH presence on Boylston Street. WGBH is a thoughtful, committed Boston public radio station whose presence would greatly benefit the neighborhood and encouraged BPL to work through any concerns and move forward with the proposal.

Don Haber, Co-Chair of the Jamaica Plain Friends asked Trustees to consider whether a retail tenant is appropriate for BPL. Is BPL is anxious for revenue, or is there too much public space for public programming at Central Library? He asked that, with the arrival of a new Executive Director for the Foundation, the Trustees take more time and initiative more creative public programming for the space in question.

Marleen Nienhuis, former President of the Friends of the South End Library thanked Trustees for allowing public comment to proceed prior to the vote. She attended the November 6, 2015 Finance and Audit Committee, listened to the discussion about the proposal, cited the precedence of an Amsterdam library that does have a radio booth in its library building, and opined that the proposal could be excellent if details are taken care of. Her concern is that BPL is moving ahead with an enterprise/retail proposal and potential hiring of Director of Branch Libraries, prior to finding a new President. She feels a new BPL leader may want to place his or her own stamp on BPL.

David Vieira, thanked Trustees for allowing public comment prior to the vote. He stated that all in attendance already know his opinion on retail space and thus would not comment additionally on the proposal. With two Trustees recusing themselves due to a conflict of interest with the proposed tenant, Mr. Vieira pointed out that moving forward, Trustees would have only a 5 vote quorum to address WGBH/TCA contract issues if they were to arise. He also asked that Trustees take into consideration the complexity of the WGBH/TCA contract when voting whether to approve same.

Ben Godley, WGBH Chief Operating Officer stated that WGBH is honored to be considered. WGBH and BPL have the same mission, vision, and set of values: to educate, inspire, and lift up the community. WGBH is excited to bring its content to downtown Boston and will use the space for live newscasts, interviews, and to entertain. WGBH is leading provider of content for PBS locally and globally and provides more NPR content than anyone in the country. WGBH is committed to making space vibrant. Mr. Godley thanked the Trustees and the Retail Tenant Advisory Committee for their work and consideration.

Holly Safford, founder and president of The Catered Affair (“TCA”) has great respect for BPL and TCA is proud of its café and restaurant. TCA recognizes the importance of the showcase corner location of the Johnson Building and is excited about being connected to the street. TCA is committed to working carefully with BPL administration, staff, Trustees, and the community to ensure the success of the venture.

William Tod McGrath, an independent retail advisor hired to serve as a consultant to the Retail Tenant Advisory Committee (“RTAC”) and the Trustees, spoke of his experience and background. In regard to only three proposals being submitted, Mr. McGrath explained that having financial information made public through responding to an RFP, gave many possible tenants pause, and he offered his thoughts on fair market rate versus rent proposed. BPL’s RFP clearly asked for a tenant who would bring innovation to the space, and not necessarily just maximize profits. He explained that a five year lease is the minimum that a business would entertain for the space. RTAC was generally very excited about the TCA/WGBH proposal; it will draw people into the Johnson Building and enliven the corner, and a majority of RTAC was pleased.

Trustee Carol Fulp, in the interest of transparency, disclosed that WGBH, along with 250 other clients and organizations, has sent staff to programs sponsored by her company, The Partnership. She stated that legal counsel has confirmed that this is not a conflict and she is able to vote.

Mr. Hailer asked that a representative of either WGBH/TCA address public comment’s concern that the contract between the two entities is potentially complicated. Mr. Godley explained that WGBH would be a subtenant to TCA and that a legally binding contract is in place. He further stated that the WGBH/TCA business relationship goes back many years and both have worked on many projects together, and it is in WGBH’s best interest to remain aligned with TCA.

Ms. Arenas served as a member of RTAC and was one of the committee members who voted against moving the WGBH/TCA proposal forward. WGBH is a perfect fit with BPL in terms of mission and programming, but she has reservations with TCA based on performance issues brought to her attention. Ms. Safford asked if the Trustees could please share the performance issues referred to in various comments. Mr. Leonard explained that concerns regarding loading in of materials and traffic through buildings were brought to the attention of TCA. He further explained that TCA was responsive to those concerns. He pointed to the renewal of the BPL/TCA contract in which, by mutual agreement, parties placed measures to specifically address these concerns.

Ms. Arana-Ortiz asked what would happen if WGBH were to walk away from the partnership. Linda Palk, Executive Manager of WGBH news responded that from the moment WGBH approached TCA, TCA has been stellar in voicing their commitment to BPL standards and in responding to all questions of WGBH. There is a nice synergy in the efforts of both WGBH and TCA to merge the entities in an innovative and appealing way. The relationship between the parties is exceptional and Ms. Palk has nothing but optimism going forward.

Mr. Leonard stated that BPL likes the WGBH/TCA partnership and is excited about the programming opportunities and innovative events the partnership will bring to BPL patrons and staff. BPL has a solid relationship with TCA. TCA contributes enterprise revenue for funding of opportunities BPL may not otherwise have. As early as 2011, the goal was to have an enterprise partner who would energize the space, be mission compatible, and bring revenue to BPL. The WGBH/TCA proposal allows BPL to animate the space as envisioned by the master plan and thus, in addition to RTAC, BPL leadership endorses the proposal. He further advised that contract negotiations would address those sensitivities expressed.

Mr. Hailer added that WGBH is admired nationally and globally. He voiced his appreciation for TCA, noting that every TCA event he has attended was exceptional. He further stated that no joint venture, partnership, or merger, is ever perfect, but pointed to the shared understanding and shared value system of WGBH/TCA and BPL as an indication of success. The goal is to present access to something different and innovative within the BPL, and believes this to be a great opportunity people of Boston and for BPL.

Ms. Arana-Ortiz participated in RTAC because she wanted to have all information in front of her to make an informed decision. She believes BPL, TCA, and WGBH share a complimentary relationship and any concerns could be resolved through contract language. She sees this as a huge win for BPL and for Boston and she is in favor of moving forward.

Upon motion made and duly seconded, it was voted:

VOTED: “that the Trustees of the Public Library of the City of Boston enter into a contract with The Catered Affair / WGBH Educational Foundation, as recommended by Interim President, Retail Tenant Advisory Committee, and Trustees Finance and Audit Committee.”

Noting three votes in favor: Mr. Hailer, Messes. Arana-Ortiz, Fulp, and one vote against: Ms. Arenas.

Mr. Hailer thanked the public for their non-emotional, fact-based, and respectful demeanor while providing public comment.

Ms. Arana-Ortiz introduced the next agenda item: vote to award contract for executive search firm. Ellen Donaghey, BPL Chief Financial Officer explained that an RFP was distributed to nine interested parties of which three responded. A four-member selection committee reviewed proposals and interviewed principals. Of the three responses, the preferred vendor, SpencerStuart, received a 95% rating, a second proposal was disqualified based on non-

compliance, and a third proposal received a 28% rating. References contacted on behalf of SpencerStuart included Colgate and Columbia Universities, and New York Public Library. All gave SpencerStuart stellar recommendations. The process was fully vetted at the Trustees Finance and Audit Committee on November 6, 2015. After motion duly made and seconded, the Trustees unanimously

VOTED: “that the Trustees of the Public Library of the City of Boston enter into a contract with SpencerStuart, 281 Tresser Blvd., Stamford CT, the most responsive and responsible bidder in a Public Request for Proposals process advertised under M.G.L. c. 30B, for Boston Public Library Presidential Search Executive Search Firm Services during period November 2015 through November 2016.”

Ms. Arana-Ortiz announced that the next two were to delegate contract approval for (1) training services and (2) painting of Honan Allston Branch, to Trustees Finance and Audit Committee. Ms. Donaghey explained that it has been over ten years since a customer service manual has been developed for BPL staff use. The training services contract will allow BPL to work with vendor over the course of one year to develop a living document that will train and re-train BPL staff. The painting contract will allow an appropriate painting vendor to provide services to Honan Allston Branch. Both of these delegation votes were fully vetted at November 6, 2015, Trustees Finance and Audit Committee meeting. Upon motion made and duly seconded, the Trustees unanimously

VOTED: “that, the Trustees of the Public Library of the City of Boston delegate approval of Award of Contract to provide Central Library / Johnson Building Renovation Training Services, to Trustees Finance and Audit Committee,” and

VOTED: “that, the Trustees of the Public Library of the City of Boston delegate approval of Award of Contract for Honan Allston Painting, to Trustees Finance and Audit Committee.”

Ms. Donaghey introduced Gianfranco Pocobene, Conservator to review the anticipated restoration of the Pierre Puvis de Chavannes’ *Philosophy* (1985-6) mural. Mr. Pocobene showed a slide presentation illustrating the mural, compromises to the mural, and the anticipated restoration techniques. Mr. Pocobene first became involved with BPL in 1992 when he undertook complete restoration of all murals at Central Library. As part of this project, in 1993 detachment issues related to water and moisture infiltration were noted on the *Philosophy* mural, situated directly in front of an elevator shaft.

By way of history, the canvas murals were painted in Paris, shipped to Boston, and the canvas is glued to the plaster wall. While generally a stable media, the plaster has been compromised due to the introduction of water. Early in 2015, BPL Exhibition and Outreach Associate Meghan Weeks noticed the *Philosophy* canvas was detaching from the wall and, upon an initial examination in March of 2015, it was discovered that 80% of the mural is, in fact, detached. Other critical condition problems include puckering of canvas and paint, cracking and flaking of paint, and that the plaster itself is no longer in plane.

In May 2015, Mr. Pocobene and his colleague investigated beneath the mural and discovered that rusting metal lathe and accompanied wiring is allowing plaster to pull away from its structure and push against the canvas, causing the mural to bulge forward further. To stabilize the situation, a padded wood strip was affixed to push back the canvas at the top of same and provide initial stability. He noted that the surfaces are extremely brittle.

Due to the condition of the plaster, Mr. Pocobene is unable to simply re-attach the mural to the wall. The mural must be removed, structural issues repaired, and then the mural may be reattached. Mr. Pocobene proposed that Japanese tissue be applied to the mural together with two layers of canvas to provide support. The plaster beneath will be separated from the lathe. Panels will be attached to canvas mural as it is separated from the wall to create a rigid support for the painting. A scaffolding company will provide airtight enclosed staging and HEPA vacuum cleaners will address any air quality issues during this process.

The mural will be mounted onto aluminum honeycomb panels prior to its reinstallation. Mr. Pocobene said that his research does not demonstrate a precedent for this type of process. While this process is not without risk, Mr. Pocobene is confident. All other Chavannes murals are in great shape, but he intends to investigate all to confirm. Mr. Leonard commended Mr. Pocobene, his colleague, and BPL staff who have paid great attention to this project.

The next agenda item: Norwood Property Update, will be deferred to next meeting.

Mr. Hailer announced that there will be a Special Meeting of the Board of Trustees on November 30 at 8:00 a.m., in the Commonwealth Salon at Central Library.

The meeting moved to Public Comment. Dr. Esther Weissman, a 47-year resident of Boston presented her request that Trustees change the December wreath display on the McKim Building to include other holidays. She pointed to gifts from Jews to BPL (i.e., Leventhal Map Center) yet not having those same donors' celebrations recognized. Dr. Weissman referenced a letter from BPL Director of Communications, Melina Schuler, in which Ms. Schuler stated the Trustees have no plan to change the display. Dr. Weissman explained that the wreaths and red bows are perceived to represent Christmas and asked that a silver bow be added to represent Hanukah. Dr. Weissman provided documentation for Trustees including: a December 6, 2014 *Boston Herald* editorial, October 2, 2014 letter from City Councilor Josh Zakim, and undated email from resident about inclusion.

Vivian Wu Wong, a resident of Milton, Milton Academy Teacher, and member of Chinatown Library Committee spoke on behalf of Chinatown youth advocating for new library to address the absence of a branch library in the Chinatown neighborhood. She pointed to Mayor Walsh's support for this project and asked that Trustees allocate resources for a feasibility study to locate a Chinatown Branch library in the China Trade Center, and to include same in its next fiscal budget.

Elissa Cadillic, President of AFSCME Local 1526, spoke to the Trustee vote delegating award of contract for customer training to Trustees Finance and Audit Committee. She noted that there was no mention of the amount of the contract, and that a BPL customer service manual does

exist. She asked that staff be involved in any customer service training initiative. With respect to mural restoration project, Ms. Cadillic suggested that the process be videotaped to educate patrons about what is taking place. Additionally, Ms. Cadillic stated she was disappointed that AFSCME leadership was not selected to serve on the BPL Presidential Search Committee and asked that the decision be reconsidered.

Don Haber, Co-Chair of Friends of Jamaica Plain Branch, asked that maker space being proposed for the renovated Jamaica Plain Branch, be also considered for all branches and fundraising efforts be considered to appropriately allow for this.

David Vieira thanked the Trustees for allowing public comment prior to the Retail Tenant Advisory Committee vote and thanked Mr. Leonard for his clear report regarding same.

With no further business, the meeting adjourned at 2:55 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Deborah A. Kirrane".

Deborah A. Kirrane
Clerk of the Board