

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Trustees Finance and Audit Committee

Tuesday, November 12, 2024, at 4:00 p.m.

Via [Zoom](#)

I. Welcome and Call to Order

Evelyn Arana-Ortiz, Committee Chair

- A. Reading of EDI statement
- B. Roll Call
- C. Approval of September 19, 2024 meeting minutes

II. NEPC Updates

Sebastian Grzejka, CAIA, NEPC Partner

III. Review of the FY24 Gift Report

Emily Tokarczyk, Chief Financial Officer

IV. Approval of Contracts

Emily Tokarczyk, Chief Financial Officer

- A. Mattapan Façade Repair

VOTED: “that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston approve the contract with Ace Restoration Company Inc. of 155 Mill Street, Natick, MA 01760 for the amount not to exceed Fifty-Three Thousand Three Hundred Eighty-Six Dollars and Zero Cents (\$53, 386.00) to repair the front façade of the Mattapan Branch Library.”

V. Recommendation Vote to Approve

Emily Tokarczyk, Chief Financial Officer

- A. Foreign ACH/Wire Transfers

VOTED: “that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston recommend the Board of Trustees approve the use of foreign ACH/wire transfers to purchase select items that would be unobtainable through the use of standard payment methods. Foreign ACH or wire transfer option would include the following controls:

- * Only utilized when all standard methods have been exhausted
- * Only utilized with vendors/auction houses deemed reputable
- * Requires electronic approval by three senior managers (excluding requesting personnel)”

- B. BPL Fleet of Vehicles

*** Details of vendor and amount are pending and will be discussed/voted on at the meeting*

VOTED: “that, the Trustees Finance and Audit Committee of the Public Library of the City of Boston recommend the Board of Trustees approve the contract for the BPL fleet of vehicles as discussed and agreed upon (vendor and amount to be determined).”

VI. **New Business**

Evelyn Arana-Ortiz, Committee Chair

VII. **Public Comment**

“Please sign up for public comment the first 30 minutes of the meeting to support effective time management. On occasion, additional public comments on matters formally on the agenda may be allowed at the discretion of the Chair, and time permitting. Members of the public are also reminded that comments may alternatively be submitted in writing to the Clerk for distribution to the Trustees.”

VIII. **Adjournment**

**Next meeting is scheduled on January 14, 2024 at 8:30 a.m. (subject to change)*

Finance and Audit Committee

Evelyn Arana Ortiz, Committee Chair
Navjeet Bal, John Hailer, Jeff Hawkins,
President David Leonard, and Senator Mike Rush

Pamela Carver, Clerk of the Board

This is an open meeting; all are welcome to attend; for information: www.bpl.org

Public Zoom Link: <https://boston-public-library.zoom.us/j/86407875262>

Webinar ID: 864 0787 5262

Call In: 1 309 205 3325, 1 646 558 8656, or 1 305 224 1968