

TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Meeting of the Trustees Finance and Audit Committee
Wednesday, November 12, 2014 at 8:00 a.m.
Commonwealth Salon
Boston Public Library
700 Boylston Street, Boston, MA

AGENDA

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BOSTON, MA

- I. Welcome
Evelyn Arana-Ortiz, Chairman
- II. Review and Approval of Minutes
Evelyn Arana-Ortiz, Chairman
 - A. Minutes of September 11, 2014 meeting (Attachment 1)
 - B. Minutes of October 16, 2014 meeting (Attachment 2)
- III. New England Pension Consultants, LLC Presentation
Michael Gaughan, NEPC, LLC
 - A. Investment Manager Services Decision-Making Process
Pursuant to Trustees of the Public Library of the City of Boston Investment Policy Statement As Amended March 2012, "The Trustees, with the assistance of Investment Consultant, are responsible for ... hiring and termination of managers and consultants."
VOTED: that, the Trustees Finance and Audit Committee rescind the vote of October 16, 2014 with regard to the awarding of management of Small Cap Portfolio to Segall Bryant & Hamill, LLP, 10 South Wacker Drive, Chicago, IL 60601.
 - B. Vote to Recommend Investment Manager Segall, Bryant & Hamill, LLP
VOTED: that, the Trustees Finance and Audit Committee recommend that the Trustees of the Public Library of the City of Boston award management of Small Cap Portfolio to Segall Bryant & Hamill, LLP, 10 South Wacker Drive, Chicago, IL 60601.
- IV. Award of Contract
Ellen Donaghey, Chief Financial Officer
 - A. Award of Contract for the fabrication and installation of the "Book Birds Project" for the Johnson Building.
VOTED: that, there be entered into with [VENDOR], a contract for the fabrication and installation of "Book Birds Project" for the Johnson Building at Central Library, for the period November 14, 2014 through April 1, 2015 at a total cost not to exceed [COST]. The Boston Public Library Evaluation Committee performed an

evaluation of the proposal presented by [VENDOR] as described in the Request for Proposal (RFP), and through this process determined the proposal presented by [VENDOR] represented an appropriate value for the Boston Public Library.¹

- V. Status of Boston Public Library Food Service Operator Contract, Central Library
Ellen Donaghey, Chief Financial Officer
 - A. Status of Request for Proposal Process for Boston Public Library Food Service Operator Contract
 - B. Potential Extension of Current Boston Public Library Food Service Operator Contract

VI. Discussion and Vote Recommending Designation of Surplus Space at Central Library
Ellen Donaghey, Chief Financial Officer

- A. Vote to Recommend Designation of Surplus Space in McKim Building, Central Library

VOTED: that, the Trustees Finance and Audit Committee recommend that the Trustees of the Public Library of the City of Boston vote to declare certain areas in the McKim Building as listed below, as surplus pursuant to M.G.L. c. 30B, sec. 16A; said areas are not needed for any municipal purpose and shall be used for restaurant and related food service activities, including catering for events at the Central Library; the Boston Public Library shall issue a Request for Proposals for Boston Public Library Food Service Operator through which a successful bidder shall enter into a lease for the designated spaces.

<u>Area</u>	<u>Square Footage</u>
Map Room Café	960
Courtyard Restaurant	1470
1 st Floor Kitchen	256.5
Basement Kitchen	589
Basement Storage	1680
Office Space	Not to exceed 800 square feet

- B. Vote to Recommend Designation of Surplus Space in Johnson Building, Central Library

VOTED: that, the Trustees Finance and Audit Committee recommend that the Trustees of the Public Library of the City of Boston vote to declare certain areas in the Johnson Building as listed below, as surplus pursuant to M.G.L. c. 30B, sec. 16A, said areas are not needed for any municipal purpose and shall be used by a potential enterprise partner for services that complement the mission of the Boston Public Library; the Boston Public Library shall issue a Request for Proposals for an

¹ Staff will update Agenda.

enterprise partner through which a successful bidder shall enter into a lease for the designated spaces.

<u>Area</u>	<u>Square Footage</u>
First Floor Johnson Building, at the corner of Boylston and Exeter Streets, 'B Block' as designated on Johnson drawings	Approx. 4500 square feet

VII. Proposed 2014-2015 Meeting Schedule

Evelyn Arana-Ortiz, Chairman

- Thursday, January 8, 2015, 8:00 a.m. Commonwealth Salon, Central Library
- Thursday, March 5, 2015, 8:00 a.m., McKim Ante Room, Central Library
- Thursday, April 30, 2015, 8:00 a.m., Commonwealth Salon, Central Library

VIII. Adjournment

Evelyn Arana-Ortiz, Chairman

Trustees of the Public Library of the City of Boston

Jeffrey B. Rudman, Chairman; Evelyn Arana-Ortiz, Vice Chair, Zamawa Arenas,
Laura DeBonis, Carol Fulp, John Hailer, Paul A. La Camera, Dennis Lehane, Byron Rushing

President, Amy E. Ryan

Clerk of the Board, Deborah A. Kirrane

This is an open meeting; the public is welcome to attend

For information: www.bpl.org