TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

Trustees Finance and Audit Committee Meeting
Tuesday, September 13, 2016 at 8:00 a.m.
Commonwealth Salon, Central Library
700 Boylston Street Boston, MA 02116

AGENDA - Amended

I. Welcome
   Evelyn Arana-Ortiz, Chair

II. Review and Approval of Minutes of July 19, 2016 (Attachment 1)
    Evelyn Arana-Ortiz, Chair

     Meeting of Trustees of the Public Library of the City of Boston (Attachment 2)
     Ellen Donaghey, Chief Financial Officer
     Matthew S. Hunt, CPA and Principal, CliftonLarsonAllen
     James Piotrowski, CPA, CGFM, CliftonLarsonAllen

IV. Report of “Gifts, Grants, Donations to the Boston Public Library, Fiscal Year 2016
    (Attachment 3)
    Ellen Donaghey, Chief Financial Officer

V. Commonwealth of Massachusetts: Notice of Contract Limit Increase (Attachment 4)

    Voted: that the Trustees Finance and Audit Committee recommend 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).

VI. Review Contract for Recommendation by the Trustees at the September 20, 2016
    Trustees Meeting

    Voted: that the Trustees Finance and Audit Committee recommend approval by the
    Trustees of the Public Library of the City of Boston that a contract for conservation work
    not to exceed $35,000 be entered into with Bryan Owen Conservation
VII. Approval of Contract for Painting of Honan-Allston Branch Library

Voted: “that, there be entered into with Kaloutas Painting Co., 11 Railroad Avenue, Peabody, MA 01960, the sole eligible, responsive and responsible bidder in the public bidding, advertised under G.L.C. 30B a contract to Prep, Prime and Treat all Wood Surfaces and apply Cabot’s Australian Timber Oil or Equivalent Product as specified, at the Honan-Allston Branch Library of the Boston Public Library at a total cost not to exceed sixty six thousand, four hundred forty dollars and zero cents ($66,440).”

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

- Qualified List of Conservators

Voted: “that the Trustees Finance and Audit Committee request 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.”

- 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

IX. Review of Proposal for “Laddered Certificates of Deposit” (Attachment 5)

X. New Business
   *Evelyn Arana-Ortiz, Chair*

XI. Adjournment
   *Evelyn Arana-Ortiz, Chair*