

# TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON

## Meeting of the Trustees Fellowes Athenaeum Trust Advisory Committee

Monday, April 8, 2019 at 2:30 p.m.

Grove Hall Branch Library

41 Geneva Avenue, Dorchester, MA 02121

### MINUTES

A meeting of the Trustees Fellowes Athenaeum Trust Advisory Committee was held on Monday, April 8, 2019 at the Grove Hall Branch Library, 41 Geneva Avenue, Dorchester, MA 02121 at 2:30 p.m.

Present at the meeting were: Trustees Fellowes Athenaeum Trust Advisory Committee: Sarah-Ann Shaw and Che Madyun, Friends of the Dudley Branch Library, Pete Coco, Assistant Neighborhood Services Manager, Priscilla Foley, Director of Neighborhood Services. Also in attendance were Candelaria Silva-Collins, Fellowes Athenaeum Trust Project Manager and Pamela Carver, Clerk of the Board along with a member of the public. Committee Chair Evelyn Arana-Ortiz participated via conference call and confirmed she would not be eligible to vote.

Trustees Fellowes Athenaeum Trust Advisory Committee (“Committee”) Chair Evelyn Arana-Ortiz presided and called the meeting to order at 2:30 p.m. She thanked everyone for coming and explained she had a conflict with her work travel and was conferencing in from Florida. She addressed the first item of business: Approval of the Meeting Minutes from September 18, 2018. With no edits offered, a motion was duly made and seconded, and the Minutes of the Trustees Fellowes Athenaeum Trust Advisory Committee meeting held on September 18, 2018 were approved.

Ms. Arana-Ortiz discussed the Committee FY20 Financial Report, and pointed to the year to date figures, encumbrances, and expected ending costs. She noted they may have a carry over.

Next, Ms. Arana-Ortiz moved onto Ms. Silva-Collins to review the 2018-19 programs from November to date.

Ms. Silva-Collins presented a slide show to the Committee as she discussed the programs. She began by reviewing the piano classes that are being held at the Boston Conservatory and are still ongoing. There were four sessions that could accommodate up to 9 children at each; with approximately 20-36 participants. She suggested over subscribing next time with expected attrition to occur.

Next, she discussed The Makanda Project Concert that was held on November 10<sup>th</sup> and another coming up on April 20<sup>th</sup> held at Hibernian Hall. It is always popular and the concert was well attended.

The My Biz held two classes for the first session from March 5-March 26 at the Freedom House.

There were a total of nineteen participants combined. The session June may not happen or be held on different dates.

Youth Arts for Social Change Conference was held at Hibernian Hall with approximately 50 attendees. Ms. Silva-Collins noted it was a smaller crowd than usual but suspects the snow storm that morning may be to blame.

Tracing our Roots Workshop with Joel Mackall had a successful session finished up in March and a new one started. There were 46 participants at the first session. They were held at the Freedom House.

Urban Makers, a new program working one on one with artists to teach them about applying for grants, applications and gallery visits. She said there were 7 artists over the course of the multiple sessions.

Play Reading Book Club had three plays total, two were currently growing at different locations and will perform together for a stage reading. This is a very successful program that is very well attended. They were held at the Parker Hill Branch, Vine Street Community Center and the Tobin Community Center for a total of 78 participants so far. She noted that Dudley is where the Play Reading started, now there are several groups around the city.

Ms. Silva-Collins reviewed that overall there have been 500 unique visitors to the various programs. She thought there was solid attendance with committed participants. She noted a lot of participants bonded during some of the programs (most notably Play Reading Book Club, Tracing Our Roots, and My Biz). Ms. Silva-Collins explained that parents have expressed their thanks for weekly reminders and found the Facebook updates to be helpful in lieu of the printed calendar on the Banner. She noted that communication among the City-Wide Friends groups has improved their sharing of information. The committee discussed the programs and locations a bit.

The Committee discussed some challenges Ms. Silva-Collins observed. They decided that they should plan on not scheduling one Saturday during school vacation weeks and having an extra piano instructor on standby, as well as one additional instructor for Play Reading Book Club. With no further questions, they moved onto the next agenda topic of 2019-20 Contract Services, Program Goals, and Timeline.

Ms. Silva presented the anticipated timeline for the programmatic plan for 2019-2020 which included: draft Request for Proposals (RFPs) and refunded applications accepted on May 14, 2019. Approval of the RFPs, technical assistance sessions, Notice of Intent to apply deadline, committee deliberations, and grant notifications. The Committee will deliberate proposals in late September. The Board of Trustees will take a formal vote at the end of September. The anticipated program start date is October 15, 2019.

Ms. Silva-Collins suggested doing the RFPs, offering by invitation only to successful programs due to not having determined dates for the branch reopening. She asked if the committee wanted to do this way again. Ms. Foley suggested continuing this way with outside locations for early

sprint programming but later spring programs may be able to return to Dudley. Ms. Madyun suggested they plan programming light at first to allow acclimation of the new space. Ms. Foley agreed and noted that they will have a better sense of where the renovation project is by September 2019 for programming timelines.

Next, Ms. Foley, Neighborhood Services Manager gave a brief update on the Dudley Library renovation. She was delighted to report that the construction was on schedule and on budget. She noted that substantial construction will be completed this year. The staff is expected to move back in starting in February, ensuring that the building is safe and secure beforehand. She noted that the drywall and the glass on Warren Street was also being installed. She offered to send some photos to the committee to show the progression of the project in the coming weeks. She discussed the process for the Boston Arts Commission selection of a local artist to provide three pieces of art for the Branch. Ms. Shaw and Ms. Madyun asked that they be included in any communication so the Friends can be involved if possible. Ms. Foley noted that Utile was doing an incredible job and making sure the branch will be a welcoming space when it reopens.

Ms. Arana-Ortiz asked if they had any new business. Ms. Foley thanked Ms. Silva-Collins for her amazing work during the branch's closure. Ms. Arana-Ortiz added that her apprehension of people going off site was relieved and she was thrilled with how smoothly things have been going.

Ms. Arana-Ortiz asked for public comment. A woman named Jan who was a member of the Dudley library, expressed concern that some events didn't have flyers but noted she learned she could go to the Facebook page for updates moving forward. She expressed that she really enjoyed the "Tracing our Roots" class and getting to share results with the other participants.

With no further business, Ms. Arana-Ortiz noted they will meet again in May. Upon a motion duly made and seconded, the Committee voted to adjourn the meeting at 3:31 p.m.

Respectfully submitted,

Pamela R. Carver