

**RECEIVED**

*By City Clerk at 8:11 am, Feb 29, 2024*

**TRUSTEES OF THE PUBLIC LIBRARY OF THE CITY OF BOSTON**

**Special Meeting of the Trustees Finance and Audit Committee**

Tuesday, March 5, 2024, at 8:30 a.m.

Via [Zoom](#)

**AGENDA**

**I. Welcome and Call to Order**

*Evelyn Arana-Ortiz, Committee Chair*

- A. Welcome and reading of EDI statement.
- B. Roll Call
- C. Approval of Meeting Minutes of December 19, 2023

**II. Updates to FY25 Budget**

*Emily Tokarczyk, Chief Financial Officer and David Leonard, President*

**III. Votes for Approval**

**A. E-Rate contracts**

*Keith Gillette, Chief Technology Officer*

- 1. MBLN Internet Access (BPL)

**VOTED: “that, the Finance and Audit Committee of the Public Library of the City of Boston approve the one-year contract, with two 1-year renewals, not to exceed Thirty-Nine Thousand Six Hundred Dollars and Zero Cents (39,600.00) with City of Boston Department of Innovation and Technology, City Hall Room 703, Boston, MA 02201”**

- 2. MBLN Layer 2 (BPL Central-Markley)

**VOTED: “that, the Finance and Audit Committee of the Public Library of the City of Boston approve the one-year contract, with two 1-year renewals, not to exceed Forty-Two Thousand Dollars and Zero Cents (\$42,000) with City of Boston Department of Innovation and Technology, City Hall Room 703, Boston, MA 02201”**

- 3. MBLN Multi-Site Connectivity (BPL)

**VOTED: “that, the Finance and Audit Committee of the Public Library of the City of Boston approve the one-year contract, with two 1-year renewals, not to exceed Two Hundred Forty Thousand Two Hundred Forty Dollars and Zero Cents (\$240,240.00) with City of Boston Department of Innovation and Technology, City Hall Room 703, Boston, MA 02201”**

**B. BPL Digital Signage Software**

*Keith Gillette, Chief Technology Officer*

**VOTED: “that, the Finance and Audit Committee of the Public Library of the City of Boston approve the five-year contract with Hypersign, LLC of PO Box 877, Drayton, SC 29333 for Fifty-Four Thousand Eight Hundred Ninety-One Dollars and Sixty-Four Cents (\$54,891.64).”**

**C. Purchase of 1513 Book of Psalms**

*Beth Prindle, Chief of Research & Special Collections and Jay Moschella, Curator of Rare Books*

**VOTED: “that, the Finance and Audit Committee of the Public Library of the City of Boston approve the purchase of rare book, *1513 Book of Psalms*, from Michael Graves Johnston Antiquarian & Rare Books, 54 Stockwell Park Road, London SW9 ODA, UK, for seventy thousand pounds (£70,000 or approximately eighty-eight thousand two hundred dollars and zero cents (\$88,200).”**

IV. Recommendation Votes

- A. e-Rate MBLN Core Network Switch Replacement (BPL)  
*Emily Tokarczyk, Chief Financial Officer and Keith Gillette, Chief Technology Officer*

**VOTED: “that, the Finance and Audit Committee of the Public Library of the City of Boston recommend the Board of Trustees approve a three-year contract not to exceed Two hundred Twenty-Four Thousand Five Hundred Fifty Dollars and Twenty Six Cents (\$224,550.26) with ePlus Technology, Inc of 13595 Dulles Technology Drive, Herndon, VA 20171.”**

- B. Security Guard Contract  
*Emily Tokarczyk, Chief Financial Officer and Joshua Rosenthal, Director of Operations*

**VOTED: “that, the Finance and Audit Committee of the Public Library of the City of Boston recommend the Board of Trustees vote to approve a three-year contract in the amount of Five Million Six Hundred Ninety One Thousand Nine Hundred Eighty Seven Dollars and Sixty Cents (\$5,691,987.60) with Allied Universal Security Services, 580 Harrison Avenue, Boston, MA 02118, for guard and patrol services for the entire BPL System per the Request for Proposal (“RFP”) specifications.”**

- V. **NEPC Market Updates**  
*Sebastian Grzejka, NEPC, CAIA, Partner*

- VI. **New Business**  
*Evelyn Arana-Ortiz, Committee Chair*

- VII. **Public Comment**  
*Please sign up for public comment within 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 of the Board in advance for distribution to the Trustees.*

- VIII. **Adjournment**  
*\*Next meeting is scheduled on May 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  
Clerk of the Board, Pamela Carver

This is an open meeting; the public is welcome to attend; for information: [www.bpl.org](http://www.bpl.org)

**Public Zoom Link:** <https://boston-public-library.zoom.us/j/82851139077>

**Meeting ID:** 828 5113 9077

**Call In:** 312 626 6799, 646 558 8656, 301 715 8592, or 305 224 1968