

**Board of Library Trustees**  
**Minutes of Public Meeting February 21, 2018**  
**Provincetown Public Library**

**Members Present:** Stephen Desroches, Stephen Borkowski, Joan Prugh, and Barbara Klipper (via telephone).

**Others Present:** Amy Raff (Library Director), Brittany Taylor (Assistant Director).

**Call to Order:** Chair Stephen Desroches called the meeting to order at 6:00 P.M.

**1. Public Statements:** None.

**2. Agenda Order:** Stephen Desroches stated that the agenda would be followed in the order published.

**3. Approval of Minutes:** Joan Prugh made a motion to approve the January 24, 2018 minutes as amended. Stephen Desroches seconded the motion, and it was so voted, 4-0.

**4. Director's Report:** Former Interim Director and current Assistant Director Brittany Taylor reviewed the highlights of the Director's Report:

- Collected and deposited \$3,370 into the Library Gift Fund since January 24, 2018.
- A Budget expenditure to date: \$120,790 (51.53% of total allowance).
- B Budget expenditure to date: \$173, 477.52 (52.3% of total allowance).
- The Library has begun to promote the Mobile Library service offered in conjunction with the Provincetown Council on Aging. This service allows for the delivery of library materials to and from homebound seniors.
- Channel 5's Chronicle visited the Library on Thursday, February 15th to film a short segment of the Yoga by the Ship program that was included in their broadcast on Tuesday, February 20.
- New Director Amy Raff started at the Library on Tuesday, February 20. Brittany Taylor has moved to her role as Assistant Director
- The Library's network connection system failed on Tuesday, February 20. MIS has been in to rectify the situation and the Library's normal wifi, internet, and telephone connections should be restored within 24 hours.
- On Friday, February 9, the Library's FY19 budget was approved by the Finance Committee.

- On Thursday, February 15, Brittany met with Dr. K. David Weidner from the Provincetown Museum and Pilgrim Monument to discuss opportunities for collaboration between the Library and PMPM, including the Moby-Dick Marathon Reading.
- Fifteen generous authors agreed to serve on the 2018 Book Festival Planning Committee, including a good representation of Provincetown and Cape Cod writers as well as others from all over the country. Three featured authors are already committed to speak at the Festival: fiction writer Amy Bloom, former FAWC fellow Joseph Cassara, and bestselling Boston suspense writer Hank Phillipi Ryan.

#### Program Updates:

- Julie Lythcott-Haims Reading: **Total Attendance – 44**
- Yoga by the Ship (4 sessions): **Total Attendance – 23**
- Social Action Film Series (3 sessions): **Total Attendance – 21**
- February Writer’s Voice Café: **Total Attendance- 27**
- Your Brain: A User’s Guide (2 sessions): **Total Attendance - 40**

#### **5. Moby Dick Marathon Updates:**

Brittany Taylor, who is serving as the coordinator of the upcoming Moby-Dick Marathon Reading, provided several updates regarding the event. Since the Board’s last meeting, a Moby-Dick Marathon Facebook event was created and a page dedicated to the event was added to the Library’s website. In addition, Ms. Taylor secured Seamen’s Bank as a Gold Sponsor, and she has spoken with various individuals and community groups in order to find volunteer readers for the event.

Ms. Taylor also brought t-shirt and tote bag samples from Mom’s Printshop, a local silk-screening business, so that the Board could provide recommendations for Moby-Dick Marathon merchandise. The Board selected one tote and a tri-blend t-shirt to use for merchandise and requested that there be several t-shirt color options available at the Marathon.

Dr. K. David Weidner from the Provincetown Museum and Pilgrim Monument met with Ms. Taylor about the event and agreed to host a kick-off reception at the Monument on the night of Friday, April 27. In addition, Dr. Weidner provided suggestions to further expand the Marathon and offered his thoughts about potential collaborative efforts in the future.

Ms. Taylor will continue to work to secure more readers for the event and to develop additional programming opportunities to make the Marathon a truly community-wide event.

## **6. Heritage Day Discussion:**

The Board confirmed that Heritage Day would be Thursday, June 14, 2018. Stephen Desroches indicated that this day would also be the opening day of the Provincetown Film Festival. Stephen Borkowski suggested that this year's Heritage Day focus on the Fine Arts Work Center, which is celebrating its 50<sup>th</sup> anniversary. The Board requested that Director Amy Raff contact Michael Roberts, Executive Director of the Fine Arts Work Center, to explore a Fine Arts Work Center-themed event and identify potential featured speakers.

## **7. Rose Dorothea Award Discussion:**

The Board confirmed that the 2018 Rose Dorothea Award would be held on Friday, September 14 and would honor a female literary figure with a Provincetown connection. After discussing potential recipients of the award, Stephen Desroches proposed that the Board make an official nomination for the Rose Dorothea Award recipient during the March Board of Library Trustees meeting.

## **8. Process for Estates:**

Stephen Desroches emphasized the importance of remaining updated on and knowledgeable of pending estate bequests and similar donations.

## **9. Other Business:**

Stephen Borkowski mentioned that the Historical Commission's idea to hang a 1858 Barnstable County map in the Library's lower stairwell once the map undergoes conservation was under consideration. All of the trustees, as well as Director Amy Raff, expressed excitement about this proposal and indicated that they would look forward to seeing this piece added to the art collection currently being displayed at the Library.

Stephen Borkowski also reiterated the need to employ the use of a professional bookbinder to ensure the preservation of valuable and/or rare books within the Library's holdings. Additionally, Stephen Borkowski recommended adding

Spanish and Jamaican language periodicals to the Library's collection in order to better serve all of Provincetown's constituents.

Finally, Stephen Desroches discussed the possibility of opening the Library's historic staircase, with the addition of carpeting, for public use. Stephen Borkowski supported the idea of gaining more information about this prospect. Director Amy Raff expressed concern about potential building management and security issues that may arise due to the location of the staircases.

The next meeting will be on Wednesday, March 21 at 6:00 pm.

**Motion to Adjourn:** Joan Prugh moved to adjourn the meeting. Stephen Desroches seconded the motion. The meeting was adjourned at 7:43 P.M.

Respectfully submitted,  
Brittany Taylor