

TOWN OF PROVINCETOWN
Public Library
Board of Library Trustees
Minutes of Public Meeting February 20, 2008

Meeting was held at the Provincetown Town Hall, 356 Commercial St.

Members Present: Mick Rudd, Chair; Lyn Kratz, Vice Chair; Jim Cole, Secretary; Paul Benatti

Others Present: Debbie DeJonker-Berry, Library Director

Call to Order: Mick Rudd called the meeting to order at 7:17pm

1. **Public Statements:** There were no public statements.
2. **Minutes (January 17 & 23):** Lyn moved to accept the minutes of the January 17 BOLT meeting as amended. Paul seconded the motion. The vote passed 4-0-0. Paul moved to accept the minutes of the January 23rd meeting of the BOLT as amended. Jim seconded the motion. The vote passed 3-0-1.
3. **Agenda:** There were no changes.
4. **Chair's Report –**
 - a. **Budget Discussion –** Deb appeared before the BOS and defended the budget which included the elimination of the Assistant Director's position in June, 2008 and created the new position, Assistant Director and Resource Development Administrator. The position would be funded at Grade 11. The budget was accepted by the BOS as presented. Fin Com will meet next week.
 - b. **Long-Range Plan –** Karen MacDonald, Deborah DeJonker-Berry, Bill Schneider and Mick Rudd went to SEMLS in Lakeville and attended a second seminar as part of the 5-year plan for the library. Bill was the facilitator. The library is formulating a plan to include 16 members of the public who would attend two meetings on March 15th and April 5th and discuss public opinion of how the library is being run. Mick felt that the Long-Range Plan was well in hand and that it would be done by the summer. The first phase is to engage the public; the second phase will be to interpret the data internally. The library also hopes to attract new people who might want to serve on the Library Board.
 - c. **Heritage Day –** Deb submitted the VSB grant application for \$7,200 for FY '09. The plans for Heritage Day '09 is to have filmed oral histories of the residents from 70s-80s relating to the AIDS pandemic. The library received \$2,000 for this project from the VSB. They've also applied to the GALE Fund, \$2,000-5,000 is possible. Heritage Day 2008 will honor the Provincetown Fire Department and will highlight the Whaler's Wharf fire, the Maushope fire, the Pilgrim House fire. The BOLT discussed the details of the event.
5. **Resource Development Report –**
 - a. **Gift and Cast Report –** Lyn presented the new BOS monthly report with its running totals. Town Hall requested that the Library report on the actual amount available after expenses. Debbie designed a spreadsheet that has the requested information. Lyn reported that \$10,005 was raised in January. As of February 1st, the Annual Appeal had raised \$20,130; \$8,345 of which was raised in February.
 - b. **Resource Development Planning: Grant Writer –** Felicia Penn has been hired as the Library Grant writer. The Supporters have agreed to spend at least \$500 on a grant writer. The Heritage Day '09 event will need approximately \$23,000.
 - c. **Pledge Letters –** Robin, Jim and Lyn got together to discuss naming opportunities in the library for honoring local figureheads. Mary Oliver's name was the first name spoken. She would need to be approached about the idea. Jim said he would contact her. A possible list included: Norman Mailer, Stanley Kunitz, Howie Schneider, and Michael Cunningham. Money would be raised to fund a "poet's corner" honoring Mary. Deb stated that the Trustees need to compile all library spaces still available for naming.

d. **Landscaping** – The \$100,000 donation has arrived and has been deposited in the bank.

6. Director's Report –

a. **Building Issues & Operations-Updates: Furnace & Emergency Exterior Repairs** – Deb believes that there is a settlement regarding the furnace. She also stated that there is a ceiling tile that has fallen from the ceiling on the 3rd floor. The library took in serious water damage during the last large storm. They now believe that the water is entering through the lantern area.

b. **Rose Dorothea MFH grant Kiosk** – March 6th the kiosk will arrive and be installed.

c. **Grants: CD distribution; Mass. Historical Commission Preservation Projects Fund; Community Preservation Fund** - The library received \$300 from the CD _____? The money must be spent on music.

d. **Gates Grant** – Deb would like to replace the 3 children's computers on the 2nd floor.

e. **Josephine Del Deo Heritage Archives Construction** – The shelves have been installed. They arrived the day of the blizzard.

7. New Business: There was no new business

8. Other Business and Correspondence -

Paul stated that his term is over in May. He feels that he hasn't been able to put in sufficient time on the BOLT. He stated that he would like to not serve another 3 years. Mick suggested that Paul run again to keep the position open and that the Board would find a replacement. The BOLT thanked Paul and credited him with many accomplishments.

Adjournment: Jim Cole motioned to adjourn the meeting at 9:17pm. Lyn seconded the motion. The vote passed 4-0-0.

These minutes were approved by a vote of the Provincetown Library Board of Trustees present at their meeting on _____.

Respectfully submitted: _____
Library Board of Trustees signature

Title

(Minutes prepared by Jean Jarrett)