

**TOWN OF PROVINCETOWN**  
**Public Library**  
**Board of Library Trustees**  
**Minutes of a SPECIAL Meeting July 2, 2007**

Meeting was held at the Provincetown Public Library, 356 Commercial St.

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

**Others Present:** Debbie DeJonker-Berry, Library Director

**Call to Order:** Mick Rudd called the meeting to order at 7:22pm

**1. Public Statements:** There were no public statements.

**2. Agenda:**

**5. Furnace** – Deb met with Matt Mulvey, and he agreed to compose a letter. He stated that he has all the information he needs. The furnace is off for the season, which is good because Deb found an oily residue on the front of the furnace. After finding the residue she switched off the circuit breaker. She hopes to see a draft from Matt by Friday (July 6<sup>th</sup>). Paul stated that he felt it was important to have something in the file for Town Counsel like the contracts with the architect and the contractor.

**4. Belfry Hoisting Plan** – Deb presented the third draft of the Belfry Hoisting Plan. Campbell is saying that weather permitting Tuesday, July 10<sup>th</sup> the belfry will be hoisted back onto the library roof. Wednesday the 11<sup>th</sup> and Thursday the 12 are back-up dates. Window of time needed for closing Commercial Street will be approximately 3-4 hours. The crane will arrive at 5am. Center Street will be closed when the crane arrives. Johnson St. and Bradford St. will be closed when the belfry is being hoisted. Deb went door-to-door today handing out notifications to various neighboring businesses alerting them of the belfry work. Town Hall got the notification last Friday. Lyn noted that she liked seeing the donor form attached to the notification and the “guess the weight of the belfry” contest. Handing out forms at the Dedication on July 8<sup>th</sup> was suggested. Joints and braces have been reinforced in the lantern as a precaution to handle the weight of the belfry. The reason for the separate dedication is because the hoisting is happening so early in the morning. Deb hopes for news coverage. Lyn said that she has connections at NECN. PTV will hopefully film both the dedication and the hoisting. Jim gave the Trustees a history on the belfry donors who will be able to attend the dedication. The bell will be uncovered for the dedication.

**a. Potential Change Order** – David Guertin did an inspection of the belfry. The Chair of the Historical Commission was not happy with the unsightly asphalt that currently exists on the top of the lantern. He felt that it should also have lead-coated copper to create visual harmony when viewed from the bay. Mick felt that if it was just a cosmetic issue, that it was not the best use of funds. Deb said that the Hiebert Foundation Grant might pay for this since the grant would pay for lantern work.

**MOTION:** Paul moved that as part of the scope of the emergency repairs to correct leakage in the lantern and front façade of the library, the cost of replacing the asphalt tiles on the lantern roof with lead-coated copper identical to the lead-coated copper used on the belfry roof of the belfry should be investigated. There was no discussion. The vote passed 5-0-0.

**3. Bell Ringing Mechanism** – For the bell to ring for the Monument dedication on August 20<sup>th</sup>, the library needs to move forward on a decision whether to purchase a bell-ringing mechanism. It will cost \$7,695, not including freight to purchase an outside automatic bell striker. Mick spoke with Long Point Foundation, and they feel that they have given us a substantial donation already, but they will pass the information on to other organizations that may help. Mick stated that the library was hoping to raise these funds outside of the Capital Campaign. Verdin Company needs notification soon since it will take 45-60 days to get the mechanism here and installed.

Deb handed out a current Library Building Project Financial Recap including the change orders and soft costs. The Trustees discussed whether this is an important prioritizing of funds at this time. It was decided that there are more important uses for donations than making the bell ringable at this time. If a donor came forward with the required amount, the Trustees felt it would be fine to continue with this plan as long as it doesn't impact the general Capital Campaign funds. Mick stated that returning the belfry to the roof was a major event and the Library

shouldn't squander this opportunity of fundraising, although he stated that it is happening much quicker than anticipated. Mick suggested that at least the belfry could be lit in the meantime. Deb thought this would be a good compromise for the August 20<sup>th</sup> dedication. The Trustees agreed.

**MOTION: Paul moved to authorize the Library Director to use specs supplied by Verdin Company to proceed with a goal of illuminating the belfry, the bell itself, and providing service for the eventual installation of a striking mechanism, that the Library Director be authorized to proceed with providing electrical service to the belfry. Lyn seconded the motion. There was no discussion. The vote passed 5-0-1 (abstention).**

**6. Other Business and Correspondence –**

- a. Deb put forth the idea of getting donations for a bench outside in honor of Howie Schneider who passed away last week. This would be the 3<sup>rd</sup> bench purchased for the library.

**MOTION: Jim moved that the BOLT solicit funds to acquire a bench for the front area of the library to be in honor of Howie Schneider, a long time supporter of the library. Cj seconded the motion. There was no further discussion. The vote passed 5-0-0.**

- b. Noah Santos wants to donate an anchor to the Library. It was decided by the Trustees that now is not the time since the landscaping isn't complete. Mick questioned if the anchor was related to the library, i.e. the Rose Dorothea.

**Next Meeting:** The next regular meeting is scheduled for **Monday, July 9, 2007 at 7:15pm** at the library, although there was talk of canceling the meeting since they met this evening and covered a good deal of crucial business. Deb will look over the agenda and email the Trustees during the week.

**Adjournment: Jim moved and Paul seconded the motion to adjourn the meeting at 9:10pm. The vote passed 5-0-0.**

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)