

TOWN OF PROVINCETOWN
Public Library
Board of Library Trustees
Minutes of Meeting August 13, 2007

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

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

Members Absent: Cj Noyes and Lyn Kratz, Vice President

Others Present: Debbie DeJonker-Berry, Library Director

Call to Order: Mick Rudd called the meeting to order at 7:13pm

1. Public Statements: There were no public statements.

2. Minutes: The minutes from the past 3 meetings were reviewed individually and voted on as follows: **July 18th Meeting** – Paul noted one correction. **Paul moved to accept the minutes of the July 18th meeting of the BOLT as corrected. Jim seconded the motion. There was no discussion. The vote passed 3-0-0.**

July 23rd Meeting - Paul noted two corrections. **Paul moved to accept the minutes of the July 23rd meeting of the BOLT as corrected. Jim seconded the motion. There was no discussion. The vote passed 3-0-0.**

July 30th Meeting – Paul moved to accept the minutes of the July 30th meeting of the BOLT as corrected. **Jim seconded the motion. There was no discussion. The vote passed 3-0-0.**

3. Agenda: No changes. **Paul moved and Jim seconded the motion to accept the agenda as presented. The vote passed 3-0-0.**

4. Chair and Director's Reports:

a. Belfry Report – Three small things still need to be done on the belfry, but it did pass inspection. All bills have been paid thus far, but the Library is expecting a few more. The belfry hoisting went smoothly. The website has pictures.

b. Bell Report – Mick stated that the library now needs to come up with a bell-ringing policy, and then bring it before a public meeting. Deb said that she will make a draft for the next BOLT meeting. Mick said it should have two components: 1) Scheduled Ringing, 2) special Occasion Ringing. The BOLT discussed raising money for the library by offering the public the opportunity to have the bell rung for a special occasion (i.e. weddings, anniversaries) for a fee. Jim suggested that the bell ring to designate when the library opens each day.

c. Furnace Update – The Building Commissioner is getting results, but the Trustees stated that they'd like to get this problem resolved without a great deal of conflict, and it will need to happen soon before the heating system needs to be turned on. Paul volunteered to talk with the other party and went on to explain to the Trustees what he will say. After speaking with Rick Holland, Paul will contact the Architect and the General Contractor.

d. Proposal for Water Infiltration Prevention – The Trustees discussed the proposal they received from Campbell Construction Group in the amount of \$16,618.00. Deb reminded the Trustees that this is a temporary solution, but it would last approximately 5 years.

MOTION: Paul moved under the direction of the DPW and on a emergency basis, the BOLT vote to expend up to \$20,000 for repairs to the south side of the building to eliminate water infiltration in order to preserve the investment already made in the building. **Jim 2nd the motion. There was no further discussion. The vote passed 3-0-0.**

e. Attic Lights and Access – The lights are in. The library now needs to improve access to the attic with a metal ladder in place of the wooden one currently in place.

f. Window screens and shades – The Friends have spent over \$5,000 on shades. The most recent ones installed are 2 in the mezzanine windows, and 2 in the children's room.

5. Resource Development Report

a. Gift and Cash Report – Mick presented the reports.

b. Special Events: Belfry Lighting, Ringing, and Packard Event –

1. Belfry Lighting - Mick suggested that the library erect a tent on the concrete pad for the night of the belfry lighting. The lighting will take place on August 19th at 8:41pm. Deb suggested opening the library that night with food and drinks inside. The building will open at 8pm.

2. Ringing – The bell will ring on August 20th to commemorate the laying of the Pilgrim Monument cornerstone. The library bell will coordinate with St. Mary’s and the UU Meeting House’s bells ringing at precisely 1pm. Bill Ingraham will do the honors.

3. Packard Event – Mick will have the invitations back on August 14th. A group will be assembled to hand-address the envelopes on that date. The BOLT discussed specific items pertaining to the Packard event.

c. Newsletter – Deb and Mick have been working on the newsletter. Mick stated that the newsletter is the library’s one opportunity to get the library’s vision for finishing the restoration out to the public, reinforcing the notion that restoring this historic building is not a frivolous activity, that it was an agreement made with the Town. The newsletter will also outline what it’s going to take to make this happen.

d. Upcoming Meeting With Legislators – There will be a meeting at 10:30am on Friday, August 17th with Senator Rob O’Leary that Sarah Peake has organized. Austin Knight was asked to attend as a Selectman, and Gary Delius as Chair of the Finance Committee. The purpose of the meeting will be to present Senator O’Leary with a one-page synopsis of what is needed to finish the historic restoration of the library building, and to seek a wider donation base. They have greater resources to grants that might be available.

6. New Business – Deb said that the Westford Library is selling an index table, a dozen chairs, and 2 oak microfilm cabinets for \$350.00. She will work on getting transportation to pick up these items.

Next Meeting: A short meeting to discuss fundraising is scheduled for **Wednesday, September 12, 2007 at 7:15pm** at the library.

Adjournment: Paul moved and Jim seconded the motion to adjourn the meeting at 9:21pm. The vote passed 3-0-0.

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)