

TOWN OF PROVINCETOWN
Public Library
Board of Library Trustees
Minutes of Meeting February 17, 2005
Meeting held in the Provincetown Police Station

Members Present: James Cole, Chair; Marcia Fair, Vice-Chair; C.J. Noyes, Secretary, Sandy Fay
Members Absent: Anita Berman, excused
Others Present: Debra DeJonker-Berry, Library Director
Mick Rudd joined the meeting as a member of the public at 5:25pm
Call to Order: James Cole called the meeting to order at 5:17

Public Statements: There were none.

Minutes: Marcia Fair moved and Sandy Fay seconded the motion to approve the January 20, 2005 minutes as corrected. The vote was 4-0 in favor.

3. Building Update: Jim reported that there will be Substantial Completion by tomorrow. This phase of outdoor landscaping is completed and the punch list is being worked on. The Friday afternoon tours will continue. The plan for the move is continuing; there have been planning meetings and practice sessions to assure a smooth move. The next planning meeting is Sunday, February 20 at 3pm in the new building. Debbie addressed concerns that the public may be uncomfortable about having supervised inmates working in the library for several days. She said that the staff will be briefed on how to address such discomfort, if any. Debbie has asked the architect to get involved on the variance issue regarding the elevator. She was trained on all the systems and the training was videotaped. Marcia reported on the Grand Opening and distributed a draft plan for the ceremony—including refreshments and music on April 28, 11:23am - 2pm. Debbie reported that the Historic District Commission is concerned about the chain link fence on the property; they want it removed. Marcia & Michael Kacergis will meet to discuss something more appropriate to the Commission's wishes. She voiced concern that we have no money to change the fence, and that the landscape design should be addressed in total, not piecemeal. There was consensus that the Board should work in good faith with the Commission.

4. Director's Report: Debbie reported that the 10.4% budget increase has the Finance Committee and the Board of Selectmen's support. The Library is fully staffed and the staff has discussed staffing-levels through the move. They suggested new hours beginning March 16 for the duration of the move; these would accommodate the borrowing and distribution of those books, which would comprise the bulk of their public work during the transition.

Motion: Sandy Fay moved and Marcia Fair seconded the motion to change the hours to: Sunday, 1-5; Monday, 10-3; Wednesday, 12-7; and Friday, 10-3 after Thursday, March 16.

Debbie suggested that the Board meet to review all of its policies in view of the new building. The Board considered making a policy regarding strollers in the building, and is awaiting a report on how other libraries handle them.

5. Capital Campaign: Marcia reported that gifts and pledges have exceeded \$1million, including \$100,000 from an anonymous donor. The capital campaign committee will meet again on February 22. She presented a draft of a full-color brochure introducing the new library.

6. Other Business: Jim reported that the Supporters met last night. He asked for volunteers to help Debbie at Year-rounders. Marcia will take the request to Sunday's move meeting. The Supporters are going to be involved in the Monumental Yard Sale and are looking for contributions of things to sell. Marcia Fair moved and Sandy Fay seconded the motion approve this design, allowing the Blue Tide design group to proceed with their work. The vote was 4-0 in favor.

Debbie met with Barbara Rushmore who has put a request into the Beautification Committee for \$5,000 towards landscaping at the new building.

Next Meeting: The next meeting is scheduled for Thursday, March 24 at 5:15pm in the Conference Room at the Police Station.

Adjournment: Sandy Fay moved and Marcia Fair seconded the motion to adjourn at 6:37pm. The vote was 4-0 in favor.

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

Respectfully submitted:

____Carol J. Noyes____ Secretary____

Library Board of Library Trustees signature Title

Minutes prepared by Sheila McGuinness, On-Call Secretary