

TOWN OF PROVINCETOWN

Public Library

Board of Library Trustees

Minutes of Meeting April 11, 2005

Meeting held at the Public Library, 330 Commercial Street

Members Present: James Cole, Chair; Marcia Fair, Vice-Chair; C.J. Noyes, Secretary, Sandy Fay joined the meeting at 5:38pm

Members Absent: Anita Berman, excused

Others Present: Debra DeJonker-Berry, Library Director

Call to Order: James Cole called the meeting to order at 5:28

Public Statements: There were none.

Minutes: CJ Noyes moved to accept the March 24, 2005 minutes as presented; Marcia Fair seconded the motion. The vote was 3-0 in favor.

3. Chairman's Report:

Policy Review: Debbie presented a one-page summary of the Library Policies, which will be made available to the public on request and for use when a situation arises.

MOTION: The Board reviewed the summary before Marcia Fair moved and CJ Noyes seconded the motion to accept the Provincetown Public Library Policy Summary dated April 2005 as amended. The vote was 4-0 in favor.

MOTION: Debbie presented for the Board's input on the Programming and Meeting Space section of the policy before Marcia Fair moved and Sandy Fay seconded the motion to put into effect the policy as amended until it is reviewed in September 2005. The vote was 4-0 in favor.

Debbie reported that, until further notice, the use of the Internet computers will be controlled by a number system; time will be controlled by a staff member writing the start time on a card that will be displayed on the computer.

Debbie reported on the door locks and distribution of keys for the new building.

MOTION: Sandy Fay moved and Jim Cole seconded the motion to limit the possession of keys to paid staff members, members of the Board of Trustees, the DPW, the Custodian, and one to be lent at the discretion of the director. The vote was 4-0 in favor.

Grand Opening: Jim reported that the Town Manager, the chair of the Board of Selectmen, Ed Bertorelli of Mass Board of Library Commissioners, and a representative of the Provincetown Historic District Commission will attend the Grand Opening. Marcia reported that the celebration food has been underwritten by a donor and Angel Foods will prepare the food; Jim and Bruce will also provide crudite. Eleven people have volunteered to help on the day of the Grand Opening. The Bart Weisman Trio will play in the Children's Library. There will be a program that includes a poem of dedication by Sheila Sinead McGuinness. CJ Noyes is making nametags.

Traffic Hearing: Jim reported that the hearing went exceedingly well; he credited Arthur Pike and Robin Reid's research and neighborhood canvassing for the excellent result.

4. Director's Report: Debbie reported that at least thirty volunteers used their cars, trucks and feet to clear out the 330 Commercial Street building. There are many photos showing the volunteers' hard work.

5. Building Committee: Debbie reported that after a meeting with David Guertin, it was determined that Scanlan needs to come back to address a list of construction issues such as missing clapboards, weatherstripping, floor moldings, etc. There are other issues, such as where to position the bike rack, etc., which is beyond the scope of the work and must also be addressed. Marcia reported that the belfry will be dismantled and moved at the beginning of May.

6. Capital Campaign: Marcia presented the Cash Report and the Gift Report and the Building Campaign Update, which will be included in the Banner this week. Marcia spoke with Anne Packard; the fundraising reception is scheduled for September 9. Marcia was interviewed on the Cape Cod Journal for WOMR and the interview will air twice. She presented a photocopy of the certificate of occupancy to all present.

7. Other Business & Correspondence: Debbie reported that Eric Dray asked to hold a joint fundraiser for the PPL and an AIDS project in Africa at the Library. Marcia will call him for more details.

Next Meeting: The next meeting is scheduled for 5:15pm Monday, April 18, 2005 at the Library 356 Commercial Street.

Adjournment: Sandy Fay moved and Marcia Fair seconded the motion to adjourn at . The vote was 7:10pm. 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 _____April 21, 2005_____.

Respectfully submitted:

_____ Carol J. Noyes _____ Secretary _____

Library Board of Library Trustees signature Title

Minutes prepared by Sheila McGuinness, On-Call Secretary