

TOWN OF PROVINCETOWN

Public Library

Board of Library Trustees

Minutes of Meeting May 12, 2005

Meeting held at Provincetown Public Library, 356 Commercial St.

Members Present: Marcia Fair, Vice-Chair; C.J. Noyes, Secretary, Sandy Fay, Mick Rudd, Paul Benatti

Others Present: Library Director Debra Dejonker-Berry

Members of the Public: James Cole

Call to Order: Marcia Fair called the meeting to order at 7:15pm

Public Statements: Jim Cole thanked everybody for their help in making the new building a dream come true; he reminisced about how it all began and noted that everyone's efforts have raised the library to a new standard. Mick Rudd commented that he felt humbled and challenged by the new role as Trustee, and publicly thanked Josephine Del Deo for her struggles to keep the building in the town's ownership to enable all this to happen. Other Board members also expressed their thanks about the huge effort.

Minutes: Sandy Fay moved and CJ Noyes seconded the motion to accept the minutes of April 25, 2005 as presented. The vote was 3-0 in favor.

Election of Officers:

Motion: Mick Rudd moved and Sandy Fay seconded the motion to nominate Marcia Fair as chair. The vote was 4-0-1 in favor with Marcia Fair abstaining.

Motion: Marcia Fair moved and Mick Rudd seconded the motion to nominate Sandy Fay as Vice-Chair. The vote was 4-0-1 in favor with Sandy Fay abstaining.

Motion: Sandy Fay moved and Mick Rudd seconded the motion to nominate CJ Noyes as Secretary. The vote was 4-0-1 in favor with CJ Noyes abstaining.

Marcia publicly acknowledged Anita Berman's nine years of service on the Board. CJ Noyes will write a formal letter to Anita. Marcia publicly acknowledged Jim Cole's service to the Board, supporting Mick Rudd's previous comments. She then congratulated Mick and Paul on their recent election to the Board, noting the extent of their town-wide support.

The Board considered its Bylaws and the document Golden Rules for Library Board Members. Marcia reiterated the Board's policy to keep every member involved in discussion of pertinent matters. She reiterated the Board's working strategy: to work outside the meetings and to bring to the table those things that require Board consideration.

Vice-Chair's Report: Marcia reported that the Grand Opening was extremely successful; she noted that over 50 people had volunteered. She thanked Jim Cole and Bruce for the refreshments, and noted that the Bart Weisman Trio continued to play later into the afternoon. Of great importance was the unveiling of the new and outstanding John Dowd painting now graces the Historic Front Lobby; it is greatly appreciated by the Trustees as well as the public. Everyone who sent flowers has been acknowledged.

Marcia reported on the graphics being developed by Blue Tide Designs. The metal sign that had previously been proposed would have cost in excess of \$5,000, so the designers made a new proposal. Board members gave their input on the four painted wood designs, and Marcia reported on other interior signs.

Marcia reported hearing complaints that the parking spaces on Center Street have been misused. She reminded everyone that use of the spaces is limited to one hour between 9am & 6pm, and that they may be used by anyone, not just patrons of the Library.

Director's Report: Debbie thanked everyone for a wonderful Grand Opening and she thanked Jim Cole for his years of service.

Debbie reported that the Fire Department has approached the Library to have a defibrillator installed and to train Library personnel to use it. The staff is uncomfortable with being required to do so. The training is eight hours to start and additional two hour-training sessions. Mick Rudd expressed concern about the Town's liability and spoke to the issue, having previously done research (on a different board) into the efficacy of the defibrillator's use. The Director and Board members will explore the issue further and bring it to the table again.

Debbie asked the Board to consider and vote on the Business Development Center using the Library facilities on Tuesday and Thursday mornings when the Library is closed to the public. She pointed out that this would be expanding the number and type of Library users.

Motion: Mick Rudd moved and Sandy Fay seconded the motion to authorize the Library Director to pursue joint

programming and shared use of the Library facilities with the Business Development Center. The vote was 5-0 in favor.

Debbie reported that the staff has initiated the booking of outside groups into the facility under the recently approved policy. There have been individuals and organizations who have been turned down owing to the limitations of the policy. She suggested that the Board continue its work in reconsidering the whole of its policy updates at future meetings.

Building Update: Debbie reported that Bill Ingraham is happy with Scanlan’s progress on the punch list. She reported that the staff is pleased with the building. Debbie will meet with David Guertin this week to talk about the disposition of the belfry. She will ask permission to hold this summer’s Book Sales in front of the Freeman Street building as there are no solid outdoor surfaces at the new Library. Debbie presented information about getting millwork for two new computer stations in the historic lobby. She will ask the Supporters to use the grant money awarded by the Visitors Services Board to fund this project.

Capital Campaign Update: Marcia presented the Gift Report for May 1, 2005 showing \$1,091,107 in cash gifts and pledges, and the cash report showing \$778,103 in the bank. She reported two additional new pledges of \$35,000 that will appear in the next report, and handed out forms to be used for naming opportunities. Marcia reported that the Campaign committee will reorganize at their upcoming meeting, and that their focus will shift to completing the lower level, landscaping the front, completing the façade, and building an endowment.

Other Business & Correspondence: Marcia raised the idea of adding a new officer position, that of Treasurer, to the Board in an effort to embody the Board’s fiduciary responsibilities, to aid with the budget process and to act as a liaison to the Capital Campaign Committee, for example. She presented documentation from the MBLC handbook and Paul read from MGL stating that the Town Treasurer serves as the Library Treasurer unless Town Meeting votes to change that. Board members felt that financial committee, or a secretary of finance might be effective. The subject will be discussed at the next meeting of the Board.

Debbie asked if Board members had any goals they would like included in the town-wide goals. She also mentioned that MBLC is in the process of developing a long-range plan.

Marcia asked that Board members write up a profile and bring it to the next meeting.

Next Meeting: The next meeting is scheduled for Monday, June 13, 2005 at 7:15pm in Provincetown Public Library.

Adjournment: Sandy Fay moved and CJ Noyes seconded the motion to adjourn at 9:05pm. The vote was 5-0 in favor. These minutes were approved by a vote of the Provincetown Library Board of Library Trustees members present at their meeting on _____ June 13, 2005 _____.

Respectfully submitted:

_____ Carol J. Noyes _____ Secretary _____

Library Board of Library Trustees signature Title

Minutes prepared by Sheila McGuinness, On-Call Secretary