

TOWN OF PROVINCETOWN

Public Library Board of Library Trustees

Minutes of Meeting June 13, 2005

Meeting held at Provincetown Public Library,
356 Commercial St., Provincetown, MA

Members Present: Marcia Fair, Vice-Chair; Sandy Fay, Secretary, Cj Noyes, Paul Benatti. Mick Rudd joined the meeting at 7:25 pm

Others Present: Library Director Debra DeJonker-Berry, Town Clerk Doug Johnstone

Members of the Public: James Cole

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

Public Statements: Cj Noyes, spoke as a member of the public and neighbor of the library. With regret, she registered a complaint from Rose Acre, 5 Center St. that the level of noise from the running of the A/C was unacceptable. It is worse, in fact than the noise most days during the building construction. She cited the Zoning Board of Appeals meeting regarding noise levels, pre-construction in January 2003.

Minutes: Sandy Fay moved and Cj Noyes seconded the motion to accept the minutes of May 12, 2005 as presented. The vote was 4-0 in favor.

Chair's Report:

a. Presentation by Town Clerk Doug Johnson

Doug said that he had asked to speak with us regarding the theme of the 2005 Town Report, which he has chosen to be "Reading is Fundamental". Besides photographs, he would like to include some quotes from the Board members as well as some of the Library patrons who are well known in the literary world; about most memorable PPL experiences and what the Library means to each. He'd be happy if we could get this material to him between September and December.

b. Policy Review: Bylaws The Board considered and discussed sections of the Bylaws regarding resignation, posting of agendas and the meaning of "financial officer". Paul Benatti had prepared notes on these issues and had some suggestions as to how we could make things clearer and more in line with the Town Charter. It was agreed that members will go over revisions at our next meeting and propose to act on them in the following meeting.

c. Building update: Signage - Signarama has completed the two exterior signs, designed by Blue Tide. Phil Smith will install them on Friday. An open board sign for Commercial Street is possible. Samples for the naming of the end panels of the First Floor stacks are here to choose from. Five panels have been spoken for at \$2,500 each.

Punch List: The Punch list was getting smaller. The Doors are greatly improved, but not fully satisfactory. The A/C is Loud, but working; a part that had blown has been replaced. Molding issues are still being worked on. The plumbing continues to have some water pressure issues, which will be addressed when the plumbers return. The carpet in the foyer will be cleaned. The millwork in the Lobby for the express computers is complete. Plans call for the Barnstable House of Correction under DPW supervision to begin painting the front of the building the 2nd week of August.

Paul Benatti suggested adding a well to the planning of the Landscape Design for future consideration. It could save cost and labor in the maintenance. The Board agreed that it should be investigated and evaluated.

d. Building Fund Marcia reported that, thanks to Jim Cole's efforts Pennie and Chuck Silva would be making a gift

of one of the First Floor end panels.

Deb DeJonker-Berry and Dana Berry are giving donation boxes, which Dana has made, to be placed in different parts of the Library. They are replicas of but smaller than the main box that is in the center of the First floor.

The Capital Campaign Committee is working on new portfolios to be given to prospective donors.

Capital Campaign Update: Marcia presented the Gift Report for June 1, 2005 showing a total of \$1,129,047 in cash gifts and pledges, and the Cash Report showing \$786,493 in the bank.

Director's Report:

a. Deb reported the progress on the Digitization Grant (a grant of \$40,000 to scan the Advocate) making it available on the Town web site and be fully searchable by text. The Banner is very helpful in this process and progress is being made.

b. On Wednesday, June 15, the O'Neill Festival Exhibit will be installed, followed by the "Many Faces of Provincetown" Exhibit for the Portuguese Festival. There will be a film shown about the Portuguese Whale Boat "Pico" in the Library Reading Room on Sunday evening, June 26.

Many groups of school children have toured the building. The Business Development Center has started using the facility on Tuesday and Thursday mornings. Kaolin Davis has volunteered to help with displays for visitor information in both the Front Lobby and for the Center St. Lobby.

c. Facility Usage: Deb reported that the building is currently averaging 600 people a day through the doors and 130 on the public computers.

d. Town Budget: The Town Manager has advised Department Heads that he will re-visit the Town budget due to a \$205,000 shortfall in revenue. This might directly affect the Library via the DPW budget, which covers the Library's physical plant. The result could be a continuation of a half-time custodian assigned to the Library rather than a full-time position as voted at 2005 Annual Town meeting.

Regarding this, Marcia expressed the need to draft a statement conveying the Trustees' concern for the care of this building. Marcia cited the fact that the library needs a full-time person, given the tripling of the square -footage of the Library as well as the availability of four restrooms open to the public; a public restroom was not available at the Freeman Library. As well, the Library building deserves a full-time custodian to simply maintain it in good condition, particularly in consideration of the huge financial and human investment made by Town meeting and the private individuals who helped fund the Project.

The consensus of the members was that, if appropriate as Town business proceeds, the Chair should make a public statement at a BOS meeting expressing the Board's concern for the care of the building and the image it projects in light of attracting donors for continuing the important fundraising required to complete the Project.

e. Rose Dorothea Sails: Flyer Santos is anxious to get the sails up on "The Rose", Mick Rudd met with Capt. Richard Bailey who would like to put wooden spars on "The Rose". Deb asked Mick to talk with the sail treatment people. Fall seems to be a better time frame for this project.

Other Business & Correspondence:

An ad for the Library appears in the 2005 Gallery Guide. It was put together by Tracey Anderson and Cj Noyes, courtesy of Julie Heller. A second ad designed by Irene Lipton is in the Provincetown Arts magazine, courtesy of Chris Busa.

Deb will attend the American Library Association Conference in Chicago, beginning June 24, and will then be on vacation until July 12.

