

# TOWN OF PROVINCETOWN

## Public Library

### Board of Library Trustees

#### Minutes of Meeting August 22, 2005

Meeting held at Provincetown Public Library, 356 Commercial St.

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

**Others Present:** Library Director Debra DeJonker-Berry

**Members of the Public:** Jim Cole, Laura Darsch, Lee Brenner, Richard Joseph Murray, David Lasalle, Len Calabrese

**Call to Order:** Marcia Fair called the meeting to order at 7:15pm, the clock being 5 minutes early

**Public Statements:** Rick Murray representing the Crown & Anchor, presented a proposal that would have three bars (Crown & Anchor, Atlantic House and Gifford House's Club Purgatory) sponsoring a pier dance on July 1, 2006, with 25% of the proceeds to be donated to a non-profit—their first choice being the Provincetown Library. Jim Cole spoke as a Supporter of the Library to announce a jewelry sale and bake sale on September 4.

**Minutes:** Sandra Fay moved and Paul Benatti seconded the motion to accept the minutes of July 18, 2005 as amended. The vote was 5-0 in favor.

#### Agenda

**MOTION:** Mick Rudd moved and CJ Noyes seconded the motion to take New Business out of order on the agenda, and to accommodate the proponents of the Crown & Anchor proposal, address the matter that was brought forward during Public Statements. The vote was 5-0 in favor.

**NEW BUSINESS:** Marcia Fair recused herself from the meeting at 7:24. She gave the following reason: "At this point, I wish to disclose the existence of a perceived conflict of interest in regard to the Crown & Anchor proposal, further to the owners—Rick Murray and Bill Dougal, one of whose properties abuts my residence, and who have embarked on a building project on said property. I, therefore, will not participate in this or any portion of the meeting that addresses this event proposal. I will leave the room and return once this business has been completed, and leave the meeting room during all times that this matter is being discussed. I will return to the meeting once this matter is concluded. I ask the Secretary to please note the recusal as well as the time, which is 7:24pm. At this time, I turn the meeting over to the Vice Chair, Sandy Fay."

Marcia left the room and Sandra Fay, took the chair.

Responding to Paul Benatti's question, Rick Murray clarified that the sponsors' group was asking for permission to use the Library's name, logo and a tag line as well as volunteers from the Library, or Friends of the Library, to help to defray the costs. Paul Benatti expressed concern that the Library not be exposed to litigation as a result of the proposal. He was also concerned about the flap that occurred during this past July 4. Rick Murray sought to assure the Board that the flap was caused by young people who were in front of Town Hall; he also noted that the event is three days prior to July 4, and that the event would be over by 9pm. Paul Benatti wants to be assured that the Board of Selectmen and the Library will be working in the same direction, that upcoming Selectmen's policies will not be in conflict with the Board's direction on this matter. Mick Rudd sought clarification on who would be the target audience for the dance, the price of tickets, etc. He noted that such a fundraiser is a departure for the Library, and far afield from its mission. If the Board agrees to the proposal, he wants the Board to be an enthusiastic participant. In response to Sandra Fay's questions, Rick Murray explained the permitting process for the event, which he expects would be accomplished by November 1, and the specific volunteer jobs: banding at the door, security—keeping guests 10 feet away from the edge of the pier, and other things such as meeting the porta-potty delivery, etc. Len Calabrese added that the venue will allow the major clubs in town to unite to attract more business. Sandra Fay noted, in Rick Murray's email, his concern that the event not be labeled a "circuit event" and wondered how this could be prevented. Rick Murray said that it couldn't. He said that the sponsors' interest was to increase their business during a time when their business might be slow. It will be the first time that the three businesses will ever have collaborated on an event. They will share expenses—alcohol license, insurance waivers, the cost of three police officers, etc.

**MOTION:** Mick Rudd moved and CJ Noyes seconded the motion to take the matter under advisement in order to consult with the Library's two ancillary support groups and any other Town boards that might have an interest in the decision. The vote was 4-0.

**MOTION:** Mick Rudd moved and Paul Benatti seconded the motion to approach the Supporters and the Friends for a joint meeting on September 13 to discuss the matter. The vote was 4-0.

Sandra Fay agreed to call the Chair of the Board of Selectmen to determine their interest, in this matter, if any.

At 8:28, Sandra Fay relinquished the Chair, and Marcia Fair returned to the meeting.

**4. Chair's Report:** Marcia introduced Lee Brenner of the Friends of the Library and she noted how well the Book Sales have gone. Marcia asked Lee to convey to the Friends the Board's thanks and appreciation for their long-time and great support for the Library.

Marcia recently spoke with Stephen Borkowski, chair of the Town Art Commision who told her that Amy Heller will be the Collections Manager for the Town's Art Collection. Two paintings by Oliver Chaffee will be placed in the Children's Library, probably in November.

Marcia presented the Bylaws as revised at a previous meeting. Paul tweaked the verbiage.

**MOTION:** Sandy Fay moved and CJ Noyes seconded the motion to accept the Bylaws as amended. The vote was 5-0 in favor.

Marcia presented a letter sent to the Board of Library Trustees by the Chairman of the Board of Selectmen suggesting that a fundraising "barometer" be placed in front of the building. Marcia drafted a letter in response, noting that the Board agrees to pursue an appropriate design to bring the outstanding needs of the building project to the public's attention.

**MOTION:** Sandra Fay moved and Mick Rudd seconded the motion to send the letter to the Board of Selectmen. The vote was 5-0 in favor.

Marcia presented the Capital Campaign Gift Report showing \$1,142,792 in total cash and pledges, and the Monthly Cash Report showing an increase of \$35,260 for a total of \$826,303.

Marcia asked Paul to report on the Amherst College event. He said they cannot get one together in time for September 11 as intended, but may do one out of town in the spring and make a contribution to the Library as a result of such an event.

Marcia reported on the Rossmore party, from which about \$4,000 has been realized. Rhoda Rossmore would like the money to go toward landscaping. Sandy suggested that the Library approach local landscapers to volunteer their help.

There is a Packard Gallery reception on September 9. Marcia has received a letter from George Nash offering his home for a fundraising party. Jim Pipilas and Ted Malone have also offered their home for a high-end affair.

**Director's Report:** Debbie reported that she has sent her yearly reports to the state. She was pleased to note that circulation figures were high, especially considering that the Library was closed and moved.

Debbie has received a letter saying that the Town Manager will ask the Board of Selectmen to allow New England Deaconess the use of the Freeman Street Building for about nine months. The letter also asked that the Board declare the Freeman Street building surplus to the Library's needs. She noted that Jim Cole has signed over to the Town his trusteeship of the Freeman Trust. Mick Rudd encouraged the Board not to sign over the property, which could be a source of financial support for the Library. Debbie recalled that the understanding had been that the Library would relinquish care, custody and control of the Freeman Street building to the Board of Selectmen in return for moving the Library to its present site. Paul noted that no change will be made until the Board of Library Trustees so votes and the Town receives a two-thirds vote of Town Meeting. The Town may ask the Board's permission to lease the property to New England Deaconess.

**MOTION:** Mick Rudd moved and Paul Benatti seconded the motion to invite the Town Manager to a meeting on Thursday evening, August 25, to discuss the situation. The vote was 5-0 in favor.

Debbie said the items on the punch list are being addressed. The DPW has built a fence lined with acoustical tiles around the air conditioner.

Debbie and Karen MacDonald are continually giving tours. Debbie reported that the summer reading program numbers were down, and that the program will be retooled next year.

Debbie requested permission to close the Library on September 23 to have staff training and appreciation and to allow Scanlan to do a thorough cleaning of the Library. The consensus was to close the Library on September 23.

Debbie wants the Board to consider criminal background checks for staff at an upcoming meeting, considering that even grant funders require CORIs.

**6. New Business:** Previously addressed.

**7. Other Business & Correspondence:** Marcia thanked Sheila McGuinness, who will retire after this meeting, for her service to the Board. Marcia noted that she may have found someone new to take minutes. Debbie wants to discuss instituting a fee fax for services, which have been requested by many patrons, at the next meeting. Paul wants to try rooting clips from the tree at the Freeman Street building.

**Next Meeting:** The next meeting is scheduled for Monday, October 3, 2005 at 7:15 in the Library.

**Adjournment:** Sandy Fay moved and CJ Noyes seconded the motion to close the meeting at 9:31 pm. 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 \_\_\_\_\_September 13, 2005\_\_\_\_\_.

Respectfully submitted:

\_\_\_\_\_Carol J. Noyes\_\_\_\_\_      \_\_\_\_\_Secretary\_\_\_\_\_

Library Board of Library Trustees signature      Title

Minutes prepared by Sheila McGuinness, On-Call Secretary