

TOWN OF PROVINCETOWN

Public Library

Board of Library Trustees

Minutes of Meeting September 13, 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: Nancy Sirvent, Library Supporter; Rose Basile

Call to Order: Marcia Fair called the meeting to order at 7:17pm

Public Statements: There were none.

2. **Minutes:** Sandy Fay moved and Paul Benatti seconded the motion to accept the minutes of August 22, 2005 as amended. The vote was 5-0 in favor.

Agenda: Mick Rudd moved and Paul Benatti seconded the motion to accept the Agenda as presented by Marcia Fair. The vote was 5-0 in favor.

Chair's Report

Welcome Liz Angelino, On-Call Secretary: Marcia Fair welcomed Liz. Liz has recently moved to Provincetown and has a background in Human Resources.

2006 Benefit Proposal: Marcia Fair recused herself from the meeting at 7:22pm (see August 22, 2005 minutes for a detailed explanation for her recusal). Marcia turned the meeting over to the Vice Chair, Sandy Fay. Marcia left the room and Sandy Fay took the chair.

Sandy reported on a phone conversation she had with Dr. Andrews, Chair of the Board of Selectman. Dr. Andrews confirmed the Board of Selectman has no authority with respect to events on the Pier, with the only exception being Police actions. Dr. Andrews stated that it would not be necessary for the Library Trustees to approach the Board of Selectman as it relates to the July 1, 2006 Pier Dance Benefit Proposal. Sandy also attended the Provincetown Pier Corp meeting on September 8, 2005. During this meeting, the Provincetown Pier Corp voted in favor of the July 1, 2006 Pier Dance application as well as two other Pier event applications. Sandy reported both the Supporters of the Provincetown Public Library and the Friends of the Provincetown Library had met and decided they could not support the July 1, 2006 Pier Dance.

MOTION: Mick Rudd moved and Paul Benatti seconded the motion that the Library not participate as sponsors of the July 1, 2006 Pier Dance. The vote was 4-0 in favor.

MOTION: Paul Benatti moved and Mick Rudd seconded the motion that a letter be written and sent to Rick Murray notifying him of the Board Trustee's decision and thanking him for considering the Library. The vote was 4-0 in favor.

Paul Benatti took a few moments and drafted the aforementioned letter. When he finished it he read it aloud.

MOTION: Mick Rudd moved and CJ Noyes seconded the motion to approve the text of the letter and to have Sandy Fay send it to Rick Murray. The vote was 4-0 in favor.

Sandy thanked Nancy Sirvent for attending tonight's meeting. Nancy left the meeting.

At 7:36, Sandy Fay relinquished the Chair, and Marcia Fair returned to the meeting.

Building Fund: Marcia distributed the September 1, 2005 Cash Report showing \$939,632 in the bank and the Capital Building Campaign Gift Report showing \$1,152,871 in total cash gifts and pledges. Marcia pointed out the new total included a \$100,000 payment on an anonymous pledge made in January, 2005, restricted to the Belfry and Exterior Reconstruction.

Events: Marcia asked Sandy to report on the September 4th Jewelry Sale. Sandy said the event took place on a beautiful day. They sold baked goods, jewelry, books, and t-shirts. The event brought in \$1900. Debbie added that they have scheduled a similar event to take place on October 17, 2005.

Marcia reported on the Packard Gallery reception which took place on September 9th. This was the fourth year the reception has been held. The reception realized a little more than \$27,000 and was considered a big success. Marcia indicated it was likely the reception will be held again next year.

Director's Report

Freeman Street Building: Debbie distributed an email that Town Counsel had written on September 8th to Keith Bergman, Town Manager, detailing the history of the Freeman Street Building's ownership. In this letter, Debbie expressed an understanding that the Board of Library Trustees has never owned the building and has no liability for the building use by New England Deaconess. The Board of Library Trustees took a few moments to read this email.

MOTION: Mick Rudd moved and Sandy Fay seconded the motion for the Board of Library Trustees to sign the appropriate documentation declaring the Freeman Street Building as surplus to the Library's needs. The vote was 5-0 in favor.

The Board of Library Trustees each signed a prepared statement on Provincetown Public Library letterhead which declared the Freeman Street Building, 330 Commercial Street, as surplus to the Library's needs.

Belfry Update: Marcia and Deb met with David Guertin and Sandy Turner. The Belfry needs to be removed from the Library property so that work can commence on the landscaping. Also, the entire building needs to be sealed and painted before the onset of Winter. This cannot be done until the Belfry Reconstruction has been completed. The Town Manager has signed a procurement form for Coastal Engineering to bid on specs for the Belfry Reconstruction. Marcia pointed out that Coastal Engineering is familiar with the Belfry due to its inclusion in the proposal to the 2002 Massachusetts Historical Commission. Marcia stated that Coastal Engineering should now be preparing a plan of action for the Belfry.

MOTION: Mick Rudd moved and Sandy Fay seconded the motion for the DPW to proceed with the process needed to reconstruct the Belfry. The vote was 5-0 in favor.

Library Cards: Deb was approached by Hunter O'Hanian, Executive Director of the Fine Arts Work Center, about the possibility of waiving the Library membership fee for students in the Master of Fine Arts program. As background, Deb explained the Library charges Non-Massachusetts residents and Non-Provincetown property owners a \$25 membership fee. To date no exceptions have been made to this membership policy. Deb expressed some concern that exceptions may create more complications for the Library Staff to handle now that the Library is larger. Having said this, Deb thought it may be worth exploring a membership alternative that is broader and easier to administer. For example, members of certain institutions could possibly be offered Library memberships at group rates. This would require advance notice and include caps and other restrictions. Marcia asked Deb to draft an Addendum to the Membership Policy for the Board of Library Trustees to consider.

Miscellaneous: Deb announced she will be doing some hiring to supplement the Library Staff. Marcia reported August circulation was at 5749. This has exceeded all records.

New Business: There was none.

Other Business and Correspondence: There was none.

Next Meeting: The next meeting is scheduled for Monday, October 24, 2005 at 7:15pm in the Provincetown Public Library.

Adjournment: Paul Benatti moved and CJ Noyes seconded the motion to close the meeting at 8:15pm. 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 _____ October 24, 2005_____.

Respectfully submitted:

____Carol J. Noyes_____ Secretary_____

Library Board of Library Trustees signature Title

Minutes prepared by Liz Angelino, On-Call Secretary