

TOWN OF PROVINCETOWN

Public Library Board of Library Trustees

Minutes of Meeting January 6, 2003

Meeting held in the Provincetown Police Station

Members Present: James Cole, Chair; Marcia Fair, Vice-Chair; Anita Berman, Secretary; Arthur Pike, Maghi Geary (arrived at 5:25).

Members Absent: None

Others Present: Debra DeJonker-Berry, Library Director

Call to Order: James Cole called the meeting to order at 5:20p.m.

1. Public Statements: There were none.

2. Minutes: Marcia Fair moved and Arthur Pike seconded the motion to approve the minutes of November 25, 2002. The vote to approve was 5-0.

3. Building Committee:

a. Review of Activities: Marcia Fair reported that Board members met with the Board of Selectmen on 12/2/02 who were delighted with the progress; they are trying to identify funds for the façade. On 12/17, three Selectmen and the Town Manager toured the building, as did three prospective contractors— Kronenberger, MHD, and Cape Associates—on 12/18; three others will tour tomorrow. She said a part-time Clerk of the Works position, 2-4 hours/day, will be advertised.

Debra DeJonker-Berry commended the DPW for emptying the Building completely, and reported that the Harry Kemp exhibit may have a home. She reported that the property has not been surveyed, nor the deed recorded until now; the cost of recording the deed is approximately \$600. There was discussion about where the money should come from; Debra will ask the Town Manager if it can be paid out of his budget. She made available the maps for the zoning meeting.

b. Upcoming meetings and schedule: Marcia Fair reported that the architects have sent out plans to many contractors; general bids are due at 2pm on 1/23/03, filed sub bids are due at 4 pm on 1/16. The Director and the Trustees will meet with the ZBA on 1/16 at 7 pm, and with the Board of Selectmen at 6 pm on 1/23 for the budgets. There is potential for a meeting on 1/10 with Mass Historical in Boston.

4. Chairman's Report:

a. Budget Update: James Cole reported that he and the Director met with the Town Manager who was supportive about increased staffing, although the Director reported that one selectman had said she would not vote for any increases owing to the projected Manor expenses.

b. Annual Report: Jim, Marcia, and Debra volunteered to write sections of the annual report to be ready by Monday.

5. Library Director's Report:

a. Internet Fair Use Policy: the subcommittee, Arthur Pike and Maghi Geary, will meet soon. Marcia Fair will email them her input on the policy.

b. State Budget Cuts: The Library's work has been adversely impacted by these; interlibrary loan is slow, and the Director fears that deliveries will be cut. Also, Gary Delius' capital budget expenditures have been cut by the Town; thus, also cut is the Library's computer budget which affects the supercomputer funding to house the Banner archives.

c. Gates Grant: Because Bill Gates' contribution depends on high-speed access, the Director will use the balance of the Massachusetts Cultural Council grant and the State Aid to Libraries fund, the two totaling \$5000, to wire the buildings. Marcia Fair read an article about cutbacks in library services nationwide.

d. LSTA Digitization grant: Debra and Karen are pursuing two LSTA grants: (1) a \$40,000 grant to digitize the Banner archives in a public/private partnership; and (2) a \$10,000 grant for children's programming.

e. LSTA children's grant: This grant will pay to hire replacement staff to do children's programming.

6. Capital Campaign Committee Report:

- a. Update:** Marcia Fair reported that the December pledge letter netted \$10,000 in pledge payments. The property owners mailing brought in 192 new gifts, a 7.9% increase over November; most were between \$100 and \$500. Total gifts by December \$428, 932. The next committee meeting is scheduled for 1/14/03 and will address donor recognition. The committee will send out a newsletter naming the contractor after 1/23.
 - b. February fundraising events:** Melissa Becker has offered to do an event on 2/28 at the Surf Club. There will be a groundbreaking event in the spring, and a Fall jewelry sale. Debra DeJonker-Berry asked for a policy on control of locations for benefits. Anita Berman moved and Maghi Geary seconded the motion requiring any individual or group who offers to do a fundraiser for Provincetown Public Library to submit a written proposal and/or appear before the Board at a regularly scheduled meeting. The Board voted 5-0 in favor.
- 7. Other Business and Correspondence:** Debra DeJonker-Berry reported that the Community Center director was uncomfortable with a person leading a library program at the Community Center. She asked for direction on a policy to evaluate individuals and programs. The Board instructed her to begin to develop such a policy.

Maghi Geary reported that WOMR is interested in purchasing the Freeman Street building. The Director and Board suggested they address a letter of request for consideration to the Board of Selectmen and Town Manager. Debra DeJonker-Berry expressed concern about a conflict of interest if Maghi was involved in a sale.

Debra also presented the MBLC notice on the Patriot Act.

Next Meeting: The next meeting is scheduled for Tuesday, February 4 at 5:15pm in the Conference Room of the Police Station.

Adjournment:

Maghi Geary moved and Marcia Fair seconded the motion to adjourn at 6:45pm. 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 _____ February 3, 2003 _____.

Respectfully submitted:

_____ James D. Cole _____ Chair
Library Board of Library Trustees signature Title

Minutes prepared by Sheila McGuinness, On-Call Secretary