

# TOWN OF PROVINCETOWN

## Public Library

### Board of Library Trustees

#### Minutes of Meeting April 10, 2003

#### Meeting held in the Provincetown Police Station

**Members Present:** James Cole, Chair; Marcia Fair, Vice-Chair; Arthur Pike, Secretary pro tem; Maghi Geary; Anita Berman, Secretary (joined in at 5:30 pm)

**Members Absent:** none

**Others Present:** Debra DeJonker-Berry, Library Director; C.J. Noyes, a member of the public; (Sheila McGuinness, On-Call Secretary, joined in at 6:30 pm)

**Call to Order:** James Cole called the meeting to order at 5:22 pm.

**1. Public Statements:** There were none.

**2. Minutes:** Marcia Fair moved and Arthur Pike seconded the motion to accept the minutes of February 19, 2003 as distributed. The vote was 4-0 in favor. Marcia Fair moved and Arthur Pike seconded the motion to accept the minutes of February 26, 2003 as edited. The vote was 3-0-1 (Maghi Geary had been absent on February 26).

**3. Review Progress on Library Building Project:**

Debra DeJonker-Berry called attention to the Construction Documents Estimate, date April 10, 2003, in particular the bottom-line cost figure of \$3,110,113. She noted that the estimates for the three add alternates are still to come. At present, it appears that on June 9, 2003, the Board of Selectmen could sign a workable contract for rebuilding the Heritage building.

The Director then gave a summary of her meeting earlier today with representatives of Perry Dean Rogers/Partners and with representatives of Provincetown's Department of Public Works. The DPW expects to complete, if possible, some sub-tasks needed for the rebuilding before a walkthrough with the new bidders.

The director also reported that some additional funds will be required to cover the new costs incurred by the architects and estimators with the downsizing needed to achieve a biddable contract for Provincetown. She pointed out that David Guertin will review these charges, and then he will submit them to our Board of Library Trustees for approval. It appears that these additional charges can be covered through the Selectmen's allocation.

Debra also noted that the Massachusetts Board of Library Commissioners have granted an extension of time into June 2003 for the Selectmen to sign the contract. Discussion followed on the details of the current project spreadsheet provided by Sandra Turner of the DPW. Debra also noted that on April 14, 2003 she would present to the Board of Selectmen their requested update on the Library Project.

**4. Capital Campaign Update:**

Marcia Fair reported that the funds now raised by the Campaign total \$439,000. She also outlined the several kinds of mailing that will go out in May: to property owners, to the complete Campaign database, to new voters, and an insert in the *Banner* for May 22.

Marcia outlined the anticipated fundraisers for this season. On May 9, John Twomey is hosting a dinner evening with entertainment by Bobby Weatherbee at \$50 per person. On May 28, the Library's Supporters are hosting a party at the Porch Bar at \$10 per person. Work is going forward on a poetry reading by Mary Oliver in June. On August 15, a fundraiser will take place at the Packard Gallery. A Vintage Jewelry Sale is set for August, 31, with organization by Gerry Brennan and Beth Chapman. There may be three additional fundraisers in the fall.

**5. Other Business:**

Debra DeJonker-Berry will write a press release for art exhibits on the stairwell display wall. In light of Town Meeting's passage of an article against the Patriot Act, she will draft policies and procedures to discuss at the next meeting. Debbie reported some difficulties among CLAMS libraries and requested that the Boards allow her to make changes as necessary. By consensus, the Board agreed to trust her discretion. She asked for input on how to handle a difficult situation with a library patron known to the Board. By consensus the Board advised her to give the patron a one-month probationary period to be in the library, but not to have borrowing privileges.

**Next Meeting:** The next meeting is scheduled for Monday, May 5, 2003 at 5:15 pm in the Library.

**Adjournment:**

Marcia Fair moved and Maghi Geary seconded the motion to adjourn at 6:50 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 \_\_\_\_\_ May 5, 2003 \_\_\_\_\_.

Respectfully submitted:

\_\_\_\_\_ Secretary \_\_\_\_\_  
Anita Berman  
Library Board of Library Trustees signature Title

Minutes prepared by Arthur Pike and Sheila McGuinness, On-Call Secretary