

TOWN OF PROVINCETOWN

Public Library Board of Library Trustees

Minutes of Meeting May 19, 2003

Meeting held in the Provincetown Police Station

Members Present: James Cole, Chair; Marcia Fair, Vice-Chair; Carol Noyes, Secretary; Anita Berman; Arthur Pike
Members Absent: None
Others Present: Debra DeJonker-Berry, Library Director
Sheila McGuinness, On-Call Secretary

Call to Order: James Cole called the meeting to order at 5:17 pm.

1. Public Statements:

There were none.

2. Minutes:

Marcia Fair moved, and Anita Berman seconded, that the minutes for May 5, 2003 be approved as distributed. The vote to approve was 5-0.

Election of Officers:

Because this meeting was the first one to occur since the Town Election on May 6, our By-Laws require a new election of officers for the Trustees. Marcia Fair moved, and Arthur Pike seconded, that the published agenda order be modified to hold the required election. The vote to hold the election immediately was 5-0.

As past Chair, James Cole turned the gavel over to Marcia Fair, past Vice-Chair. Then Marcia Fair nominated James Cole for another term as Chair. Anita Berman seconded the nomination, and it was voted 4-0-1 (James Cole not voting) for James Cole as Chair. Marcia Fair returned the gavel to James Cole, who continued the election.

James Cole nominated Marcia Fair for another term as Vice-Chair. Carol Noyes seconded the nomination, and it was voted 4-0-1 (Marcia Fair abstaining) for Marcia Fair as Vice-Chair.

Arthur Pike nominated Carol Noyes as Secretary. Anita Berman seconded the nomination, and it was voted 4-0-1 (Carol Noyes abstaining) for Carol Noyes as Secretary.

Congratulations were offered all around.

3. Building Committee:

Debra DeJonker-Berry reviewed the subcontract bids for the Library project, bids which were received at Town Hall on May 15, 2003. Although a few of those bids came in higher than expected by the estimators, on balance it appeared that the average cost was about on target. The Director reminded the Trustees that the opening of the general bids is scheduled for May 22, 2003 at 2 pm in the Judge Welch Room in Town Hall.

4. Chairman's Report:

The Director noted that the Trustees response to the USA Patriot Act is still under review by Town Counsel. The Director suggested that consideration of the details of an Internet Policy be deferred for one more meeting.

5. Capital Campaign Update:

Arthur Pike reported on the successful fundraiser at Twomey's Irish Restaurant. Arthur agreed that he would draft a letter of thanks to John Twomey, to be signed for the Board by James Cole.

Marcia Fair reported on the upcoming *Banner* insert, and on additional mailings being sent out to people already in the Campaign database. She noted that additional fliers about our Campaign were being inserted into books as they are checked out from the Library.

Debra DeJonker-Berry called attention to the fundraising benefit at the Porchside Bar on May 28. She reported that pre-sales of tickets have been brisk.

Marcia Fair announced the next meeting of the Campaign Committee, scheduled for Tuesday, June 10. This meeting will provide the Campaign Committee with an update in plans, because no meetings had been scheduled during the rebidding process.

6. Library Director's Report:

Debra DeJonker-Berry reminded the Trustees that the Gates Grant training will occur on Monday and Tuesday, May 19 and 20, 2003. The Library will be closed on those two days, as the Board had voted on March 24. Debra also noted that there will be an Open House at the Library on Wednesday, May 21, to demonstrate the exciting features of the two new computers made possible by the Gates Grant. She indicated that it may be possible for the Library to acquire two additional computers with the same features, by using funds that may be available near the end of this Fiscal Year.

The Director noted that the On-Call Positions made possible in the FY2004 budget are now being advertised, with a deadline coming up on May 29, 2003. These new positions will help make it possible to keep the Library open 7 days a week all year long.

Debra reminded the Trustees that May 21, 2003 is the deadline for applications by artists to get into the lottery for space on the Library's Art Exhibit Wall on the first-floor staircase. With the lottery closed, the Trustees can make the drawings at the next scheduled meeting of the Board

7. Other Business and Correspondence:

Debra DeJonker-Berry presented suggested goals for the Library, to be forwarded to the Town Manager and the Board of Selectmen for inclusion in the Town-wide FY2004 Selectmen's Goals. Arthur Pike moved, and Marcia Fair seconded, the action that the Trustees approve these goals, with the possibility of final editing. The vote in favor was 5-0.

Marcia Fair suggested that the Trustees send a letter of welcome to The Rev. Shariya Molegoda, the incoming Priest-in-Charge at St. Mary of the Harbor. Marcia Fair agreed to prepare the letter, which she would then send out under the signature of the Chair, James Cole. The Trustees acknowledged this action by consensus.

Next Meeting: the next meeting is scheduled for Wednesday, June 4, 2003 at 5:15 pm in the Police Station Conference Room.

Adjournment: Anita Berman moved and Carol Noyes seconded the motion to adjourn at 6:39 pm. The vote was unanimous 5-0.

These minutes were approved by a vote of the Provincetown Library Board of Library Trustees members present at their meeting on June 4, 2003.

Respectfully submitted:

Carol J. Noyes Secretary

Library Board of Library Trustees signature

Title