

TOWN OF PROVINCETOWN

Public Library Board of Library Trustees

Minutes of Meeting May 27, 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, arrived at 4:45 pm

Call to Order: James Cole called the meeting to order at 4:05 pm.

1. Public Statements:

There were none.

2. Minutes:

Arthur Pike moved, and Marcia Fair seconded, that the minutes for March 24, 2003 be accepted as distributed. The vote was 3-0-2 (Anita Berman and Carol Noyes were not present as Trustees on that date).

3. Building Committee:

Debra DeJonker-Berry presented the latest letter of recommendation from Perry Dean Rogers/Partners, urging the Trustees to move forward with the single bid that has been received from J.K. Scanlan Company, Inc. Debbie reviewed the budget figures, particularly if no add alternates are included just now. She noted that, although only two floors (first and second) will be usable immediately, that space does provide 67% of the new floor space that was approved for this project by the Massachusetts Board of Library Commissioners.

Debbie also reported that Anne Larsen of the MBLC considers that the bid presented is viable for Provincetown's needs. Marcia Fair pointed out that the overage in the present bid of only 6.7% above the estimated costs is not excessive, in view of the history of this Library project.

Marcia Fair moved that the Trustees recommend to the Board of Selectmen acceptance of the base bid of \$3.309 million by J.K. Scanlan Company, Inc. submitted on May 22, 2003 in response to the public bid invitation and Contract Documents advertised in the Central Register of April 18, 2003 for construction of the Provincetown Public Library Building Project. Arthur Pike seconded the motion, and it was voted unanimously 5-0.

It was agreed that the previously arranged meeting of the Trustees on Wednesday, June 4, 2003 should go forward in order to present a finalized vote to the Board of Selectmen in timely fashion.

4. Library Director's Report:

Debra DeJonker-Berry reviewed the details of the lottery drawing for exhibition space on the Library's staircase display area. Because there were three applications that had been resubmitted before their required 18-month waiting period had expired, it was agreed to hold those applications until after their expiration time. The blind drawing then proceeded, with one card being selected in sequence by the assembled Board members. The results of the drawing are as follows:

<u>Name</u>	<u>Exhibition Date</u>
Gregory Mumford	November 2003
Council on Aging	December 2003
Brian Perkins	January 2004
Tracy Tarvers	February 2004
William Lewis	March 2004
Laura Yingling	April 2004

Debbie also reported that Betty Pease of Elder Services of Cape Cod has received grant approval for another year, approval that appeared to have been in jeopardy earlier this year. Debbie added that it is likely that our computer-graphics senior volunteer, Arno Masters, may be able to be partially supported from that grant.

5. Other Business and Correspondence:

Arthur Pike presented copies of two letters, one addressed to State Representative Shirley Gomes, and the other to State Senator Robert O'Leary. The Trustees reviewed these letters, which presented issues the Trustees have about the ongoing budget discussions at the State House, with special concern for the impact of cuts on the Provincetown Public Library. Marcia Fair moved and James Cole seconded the action that Arthur should mail out the letters. The vote was 5-0.

The Library Director distributed finalized copies of the Library's proposal for FY2004 Goals [hard copy attached to these Minutes] to be presented to the Town Manager and the Board of Selectmen. These Goals had been voted by the Trustees at their May 19, 2003 meeting.

Arthur Pike reported that he and Renee Gibbs-Brady had met with the Vestry of St. Mary of the Harbor. The Vestry voted unanimously to provide space again for the Library's Children's program this Summer.

Debra DeJonker-Berry reported that our Children's Librarian, Renee, had attended a recent meeting to discuss progress in the settlement of the John Henry estate.

Debbie also reported that the recent Open House at the Library was a success in showing off the two new computers obtained with the Gates Grant.

Marcia Fair reminded the Trustees that this week's *Banner* has a Library Building Project article, and that the insert from last week has already brought in two new donations. Marcia also announced that a Walker Foundation Grant in the amount of \$5000 has been received recently. She reminded the Trustees of the following timeline: If the Board of Selectmen approves and signs the contract with J.K. Scanlan Company, Inc. on June 9, 2003, then the contractor by law must start work by July 9, 2003.

JuDiscussion [C1] ensued about a celebration of Groundbreaking after July 9. Debbie agreed that she would consult Anne Larsen of MBLC for some general advice. It was agreed that the most suitable celebration could take place in September, after the peak of the tourist season.

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

Adjournment: Marcia Fair moved and Carol Noyes seconded the motion to adjourn at 5:14 pm. The vote was unanimous 4-0.

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