

TOWN OF PROVINCETOWN

Public Library Board of Library Trustees

Minutes of Meeting June 4, 2003

Meeting held in the Provincetown Police Station

Members Present: James Cole, Chair; Marcia Fair, Vice-Chair; Cj Noyes, Secretary; Anita Berman; Arthur Pike

Others Present: Debra DeJonker-Berry, Library Director

Call to Order: James Cole called the meeting to order at 5:19 pm.

1. Public Statements: There were none.

2. Minutes: Arthur Pike moved, and Marcia Fair seconded, that the minutes for May 19, 2003 be accepted as distributed. The vote was 5-0-0. Marcia Fair moved and Anita Berman seconded, that the minutes for May 27, 2003 be accepted as distributed. The vote was 5-0-0.

3. Building Committee: Marcia Fair reported that the MBLC has specified June 9, 2003 as the final date for the Town to sign the Building Project Construction Contract, with no further extensions possible. Marcia thanked everyone for their co-operation over the weekend in refining the Trustees' recommendation to the Board of Selectmen to go forward with the Building Project.

Debra DeJonker-Berry distributed copies of the June 2, 2003 memo from the Town Manager. She reported that she and Marcia Fair had met with David Guertin to discuss the Project costs and identify sources of funds to meet the increased contingency requirement. Debra said that David is comfortable with recommending that the Board of Selectmen approve the Construction Contract with J.K. Scanlan and will prepare a memo to that effect.

Marcia Fair moved that the Trustees offer the Library Trust Funds as collateral to support the Trustees' commitment to the Library Building Project and, if extraordinary circumstances concerning the Project were to occur, the Trustees would then apply them to the Project. Jim Cole seconded. The vote was 5-0-0.

Marcia Fair said that expected sources of funds to be applied for the Project, at a minimum, were as follows:

\$650,000	Individual Gifts
125,000	Private Sector Grants
50,000	Public Funding Sources

These numbers will be adjusted and included in a memorandum to the Selectmen from the Trustees that addresses each funding source in more detail. It was agreed that Marcia would prepare the memo.

Debra gave some background on the National Park Service's SAVE AMERICA'S TREASURES Program. Her reading is that, with further inquiry, it might possibly be a source of future funds for the Library and other places of historical significance in our town.

4. Library Director's Report: There will be an upgrade of the CLAMS system this coming Sunday; it should be an easier exercise than in the past.

5. Capital Campaign Update: Marcia Fair reported that as of June 1, 2003 there is \$445,554 in Cash and Gifts and an additional amount of \$26,122 in Non-Cash gifts. Marcia said that she had called an emergency meeting of the Campaign Committee on June 3, which resulted in ideas and commitments to make more contacts. The Jewelry event is in the works, with an upcoming Campaign meeting next Tuesday, June 10, and another on July 1. Just in the last week there has been an increase in the amount of some people's pledges.

Marcia Fair reported on the progress being made in settling the estate of Arthur Griffin, with a bequest assured for next year. She also announced the newest gift to the Library by the Walker Foundation.

The Porchside's "Raise the Roof" fundraiser on May 28 was great fun, with 150 to 200 in attendance; the

Supporters cleared \$3,600 for the Building Fund. Greg Daniels, the originator and organizer of the event wants to do another event for the Library in the Fall.

Jay Critchley of the Provincetown Community Compact called with the news that Donna Roll would like to do an opera event to benefit both the Library and Swim for Life at the Methodist Church on Saturday, August 23, charging \$15 per ticket. Anita Berman will follow up and make arrangements with Jay for the Library to participate.

6. Other Business: Debra said that she had thought of some new areas to track for additions to the Campaign database, such as new property owners and new voters. The Library will pursue putting together a welcome packet of Library information.

Arthur Pike moved and Marcia Fair seconded, that the Trustees authorize the Library Director to collect names and addresses of new patrons for addition to a mailing list, only if each patron agrees to allow that information to be added. The vote was 5-0-0.

Next Meeting: The next meeting will be Wednesday, June 25, 2003 at 5:15 pm in the Police Station Conference Room.

Adjournment: Anita Berman moved and Cj Noyes seconded the motion to adjourn at 6:58 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 _____ June 25, 2003 _____.

Respectfully submitted:

Carol J. Noyes Secretary

Library Board of Library Trustees signature Title

Minutes prepared by Carol Noyes, Secretary