TOWN OF PROVINCETOWN

Public Library
Board of Library Trustees

Minutes of Meeting August 13, 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: Library Staff: Debra DeJonker-Berry; Reene Gibbs-Brady; Karen MacDonald; Town Planner & Department of Community Dev. Director, Mark Latour (arrived 5:23; departed 6:17pm)
Call to Order: James Cole called the meeting to order at 5:17 pm.

1. **Public Statements:** There were none.
2. **Visioning Exercise:** Item postponed by consensus until 5:23pm when Mark Latour arrived to solicit input towards a community development plan. For 55 minutes, all Board members, library staff members and the recording secretary responded to his request by mentioning issues such as transportation, housing, public-private partnerships for the Library, uses for the Freeman Street building, services for children independent of the schools, a community calendar, water, air quality, and noise pollution.
3. **Minutes:** Acceptance of minutes was deferred to another meeting by consensus.
4. **Building Committee Project Update:** Marcia Fair reported on the June 27 preconstruction meeting of herself; Debbie DeJonker-Berry; Ron Jones, the superintendent; Craig Gabri, the project manager; John Scanlan; Peter Ringenbach, Warren Van Wees, Warren Alexander, and Don Richards. She reported on Bill Ingraham's appointment as Clerk of the Works; on the hiring of Envirotest Labs and state certification; the signing of the contract with Scanlan and the issuance of the notice to proceed. The building permit has been received, and Scanlan will establish a presence this week. Debbie plans to apply for a Massachusetts Historic grant to fund the repair of the cupola. Marcia said the Chaim Gross sculpture and the tree will be protected during construction.
5. **Library Director's Report:**
   a. MGAW Grant: The Library has received a $10,000 Mother Goose Asks Why grant to fund a parent/child reading and discussion group. Debbie said the LSTA money has been authorized.
   b. Internet Policy—CIPA Decision: Debbie reported that CLAMS will not accept federal monies. If we don't use LSTA funds to purchase computer equipment or participate in the Erate program, we don't have to comply.
   Debbie said she has been approached to participate in a documentary about libraries and the Patriot Act. Discussion ensued about Town Counsel's response to questions about how the Patriot Act affects the Library. She also said that beginning 10/1, CLAMS has adopted a unified policy regarding fines, ILL, etc.
6. **Capital Campaign Committee:** Marcia Fair distributed the Capital Campaign Gift Report and monthly cash report for the Selectmen. The Committee is meeting 8/14 about the quarterly plan and a donor recognition plan. She announced the following activities: 8/31 Razzle Dazzle Jewelry Sale outside the Library; 9/5 Packard Gallery Reception. Anita reported that she had spoken to Jay Critchley about the Donna Roll concert 8/23 at the Methodist Church which will partially benefit the Library. Marica said Maghi Geary has been speaking with Loretta LaRoche about an event. Arthur made a professionally mounted presentation on the Funding and Cash Flow from April 2001 projected through April 2004 and July 2004.
7. **Other Business:** Jim Cole distributed a report from the Community Foundation of Cape Cod. Debbie expressed concern about not having handouts of schematics and drawings.

Next Meeting: The next meeting is Wednesday, September 17 at 5:15pm in the Police Station Conference Room.

Adjournment:
Marcia Fair moved and Arthur Pike seconded the motion to adjourn at 7:00pm.
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 __September 17, 2003_____

Respectfully submitted:

Carol Noyes_____ Secretary_____
Library Board of Library Trustees signature Title

Minutes prepared by Sheila McGuinness, On-Call Secretary