

# TOWN OF PROVINCETOWN

## Public Library Board of Library Trustees

### Minutes of Meeting October 23, 2003

#### Meeting held in the Provincetown Police Station

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

**Members Absent:** CJ Noyes, Secretary (excused)

**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 the motion to approve the September 17, 2003 minutes as submitted with changes added at the meeting. The vote was 4-0 in favor.
- 3. Building Committee:** The Chaim Gross statue and the tree have been enclosed; steel is being moved; and plates are being driven into the ground for stability. Marcia Fair, Debbie DeJonker-Berry, Jim Cole, the architects, Bill Ingraham, Scanlan and David Guertin met at the site on October 22 to tour the site. The building is empty and the Rose Dorothea protected. Ingraham meets daily with the neighbors, and a line of communication has been established between the contractors and the Board. There will be weekly postings in front of the site about what is happening. Steven Foote of Perry Dean is taking over from Peter Ringenbach, but Warren Van Wees is still the lead architect.  
**Motion:** Marcia Fair moved and Arthur Pike seconded the motion to delay the opening of Provincetown Public Library until 1:30 on November 13, 2003 in order to accommodate the Groundbreaking ceremony. The vote was 4-0 in favor.
- 4. Library Director's Report:** Debbie reported on the Halloween parade, and on a visit by the Massachusetts Cultural Council as part of the grant making process. She presented a draft Internet Access and Safety Policy, a Children's Room Internet Access and Safety Policy, a Library Bill of Rights and a postable Internet Use Policy.  
**Motion:** Arthur Pike moved and Marcia Fair seconded the motion to accept the policies as amended. The vote was 4-0 in favor.  
At Debbie's suggestion, Arthur will send a retirement card to Mary Litterst at MBLC on behalf of the Board. Debbie then presented the PPL Action Plan.  
**Motion:** Marcia Fair moved and Anita Berman seconded the motion to accept the action plan as edited. The vote was 4-0 in favor.  
Jim reported on the Supporters of Provincetown Public Library's annual meeting. Robin Reid will be President; Stephan Nofield, Secretary; and Sandy Fay, Treasurer. They have established a Belfry Restoration Fund, which will receive the proceeds from the sale of mugs, wooden plaques, sweatshirts, t-shirts and linden wood. He also said that the group has attained 501(c) 3 status.
- 5. Capital Campaign:** Marcia Fair reported \$1500 was raised from the Jewelry Sale, and that the Crone's Luncheon was a huge success. She presented the October 1, 2003 Gift Report showing \$506,269 total cash and pledges. She will meet with Winthrop Smith for Capital Campaign fundraising ideas. Nancy Sirvent and she will meet with Lora Brody about a fundraising dinner in Boston, and about one at a Provincetown restaurant. Sandy and Debbie are working on an ad for inclusion in the Boston Globe. Holiday solicitation letters will be out by November 15, 2003. Marcia then presented the Donor Recognition Policy.  
**Motion:** Jim Cole moved and Arthur Pike seconded the motion to accept the Donor Recognition Policy as presented. The vote was 4-0 in favor.
- 6. Other Business:** Arthur presented information about the MBLC Conference. Debbie reported a patron's complaint about mold upstairs. Debbie will contact Sandra Turner. Debbie and Arthur will attend an event at Michael Shay's on Saturday to accept a check from Fantasia Fair.

**Next Meeting:** The next meeting is scheduled for Wednesday, November 19, 2003 at 5:15pm in the Police Station Conference Room.

**Adjournment:**

Anita Berman moved and Arthur Pike seconded the motion to adjourn at 6:49 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 November 19, 2003.

Respectfully submitted:

<u>Carol J. Noyes</u>	<u>Secretary</u>
Library Board of Library Trustees signature	Title

Minutes prepared by Sheila McGuinness, On-Call Secretary