

TOWN OF PROVINCETOWN

Public Library Board of Library Trustees

Minutes of Meeting November 13, 2002

Meeting held in the Provincetown Police Station

Members Present: James Cole, Chair; Marcia Fair, Vice-Chair; Anita Berman, Secretary; Arthur Pike, Maghi Geary.

Members Absent: None

Others Present: Debra DeJonker-Berry, Library Director, Karen McDonald, Assistant

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

1. Public Statements: There were none.

2. Minutes: Arthur Pike moved and Maghi Geary seconded the motion to approve the minutes of October 23, 2002. The vote to approve was 5-0.

3. Building Committee

a. Review of Activities: Debra DeJonker-Berry reported that the MBLC Staff approved the schematics, and we are awaiting approval by the Mass Historic Commission and possibly the local ZBA. There is a meeting on November 14 with the architects and the DPW to develop timelines and cost estimates. Marcia Fair reported that she will work with the Disability Commission in February to develop a joint proposal on parking to present to the Parking hearing in February.

4. Chairman's Report: James Cole thanked Marcia Fair and Debra DeJonker-Berry for their daily communiques with each other and the architects, and for attending the Boston meetings. At his suggestion, Marcia Fair moved and Arthur Pike seconded the motion to send thank-you letters to Stephan Nofield, David Dittachio, and the DPW. The vote was 5-0.

5. Library Director's Report

a. CLAMS upgrade: The Director reported that September circulation is the same as last year, while October circulation has exceeded that of October 2001. Although the new system slows down the work, the Director thinks that in the long-term the expanded capabilities will better serve the public. Anita Berman commended the staff and their abilities, especially procurement of books.

b. Internet Fair Use Policy: The Director presented a draft policy and asked for comments at the next meeting. The Assistant Director asked for reconsideration of the children's policy noting that current procedure differs from the policy. Arthur Pike noted the need to write procedures upon the adoption of a new policy, and suggested attaching the Library Bill of Rights to the policy; the Director had a copy available to do that.

c. Budget Request: The Director presented her proposed budget that she will bring to a meeting with the Town Manager on 11/26. She pointed out that, over the past nine years, the number of staff members has not increased mostly owing to improvements in technology. She noted that the staff is now at "gridlock" and must increase. There followed much discussion about volunteer and hiring pools. Other increases to the budget included phones, maintenance (copy machine maintenance contract), CLAMS, and book subscriptions. Arthur Pike moved and Maghi Geary seconded the motion to accept the budget as presented with possible narrative additions as the Director sees fit. The vote was 5-0.

6. Capital Campaign Committee Report:

a. Letters: Marcia Fair reported that the pledge-reminder letter has netted many payments, and the property-owner solicitation letter will be mailed soon. She described an insert for the 12/5 Banner that was donated by the Banner and Shankpainter Printers, and reported a \$2500 contribution from CCBT. There was much discussion about artist-drawn holiday greeting cards for contributions and for sale. Marcia said that Diane Shumway and Gerry Brennan have joined the committee. The next meeting of the Campaign Committee is 12/3.

7. Other Business and Correspondence: Debra DeJonker-Berry presented a second policy statement about discrimination. She asked the Board to discuss it and then to direct her regarding the

