

TOWN OF PROVINCETOWN
PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES

MEETING MINUTES OF JANUARY 16, 2001

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Meeting Held in Provincetown Library

Members Present: James Cole (Chair), Arthur Pike (Secretary), Anita Berman, Marcia Fair, Maghi Geary

Members Absent: None

Others Present: Debra DeJonker-Berry (Library Director), Rachel Crosby (Recording Secretary)

Call to Order: Chair James Cole called the Meeting to order at 7:40 P.M..

1. Public Statements – None

2. Minutes

December 4, 2000 – *Marcia Fair moved to approve with a minor correction, Maghi Geary seconded and it was so voted, 4-0, 1 abstain (Arthur Pike).*

3. Director's Report

- **Library Construction Program Grant Application** – Debra DeJonker-Berry reported that the grant application had been mailed earlier in the day. A copy is available for review by the Trustees. Ms. DeJonker-Berry referred to a letter from the Massachusetts Historic Commission inquiring about the fate of the current library building.
- **Custodial Update** – a new custodian started work today and appears to be motivated and a self-starter. DPW will be informed if any problems develop. The Trustees discussed how to reply to the memo from DPW's Sandy Turner. Arthur Pike offered to draft the letter for Jim Cole's signature. ***Marcia Fair moved to authorize Arthur Pike to draft a letter to David Guertin in response to the recent memo from Sandy Turner, Anita Berman seconded and it was so voted, 5-0.***
The DPW Buildings and Grounds Division is planning to paint the interior of the Library and Debra DeJonker-Berry suggested that only specific trouble spots be painted at first. ***Anita Berman moved to close the Library for painting during the three day weekend of President's Day in February 2001, Maghi Geary seconded and it was so voted, 5-0.***
- **Annual Report** – Debra DeJonker-Berry referred to a draft of the Library's submission to the Town Annual Report. Trustees should contact her with any suggestions for revisions.
- **Thank You to Staff** – Debra DeJonker-Berry thanked Marcia Fair for all her work on the grant application. She also thanked staff for their support during the grant writing period.
- **Poetry Festival** – Debra DeJonker-Berry met with Roger Chauvette and Dennis Rhodes concerning the Library participating in the Festival. The Library is scheduled to be the last stop on a Literary Tour of the town.
- **Book Discussion Series** – upcoming, will focus on the making of an artist's book.
- **Genealogy Series** – is also still in the works.
- **Book Donation** – Joseph Macara contributed some local history books, which are now displayed behind the front desk. The Trustees will write a thank-you note.
- **Statistics on Library Use** – Debra DeJonker-Berry referred to and discussed a printout of circulation statistics.

4. Chairman's Report – Jim Cole praised Marcia Fair and Debra DeJonker-Berry for their work in preparing the grant application.

- **Septic Hook-up** – ***Marcia Fair moved to have the Trustees, as legal custodians of the Freeman Street Library Building, support the Board of Selectmen's vote to connect the building to the sewer system, Maghi Geary seconded and it was so voted, 5-0.***

- **Annual Report** – Jim Cole referred to his draft report, which will be refined and augmented.
- **Friends Annual Meeting** – This meeting is coming up. The Friends apparently did not provide a letter of support for the grant application and the Trustees discussed possible reasons, as well as related issues.
- **Town Meeting** – Jim Cole praised the Supporters for their year-round efforts and said they are already preparing material for the Town Meeting in April 2001. The Supporters are developing strategies for gathering and generating votes in favor of the Library articles.
- **Upcoming Budget Meetings** – the first will be this Thursday, January 18th, and the Library will probably be on the agenda around 6:30 P.M. The Public Hearing on the Capital Budget is on January 29th and the Trustees will prepare a statement in favor on the Heritage Museum budget items. Jim Cole will draft the statement.
- **Gift Fund Payment** – *Maghi Geary moved to make a payment [a copy is appended] in the amount of \$1238.00 to CLAMS from the Gift Fund, Anita Berman seconded and it was so voted, 5-0.*

5. **Planning Committee Update: Community Forum** – Arthur Pike reported on the Forum and referred to and discussed a document entitled “Forum Summary – Jan. 11, 2001”, which summarizes the results of the Forum discussions.

6. **Other Business and Correspondence**

- ◆ Jim Cole read a letter from Barbara Rushmore requesting permission to attach a milk can collector for “Trees for Town” to a metal street sign outside the Library. Debra DeJonker-Berry is waiting for a reply from the Police Chief concerning the legality of such an installation. There may also be a pertinent town policy or regulation. By consensus, the Trustees agreed to table this request until more information can be gathered.
- ◆ Marcia Fair reported that she will be getting forms on the endowment fund and that the fund will be officially open in the near future. The Supporters also plan to open a general fund which will be available to the Trustees. Debra DeJonker-Berry mentioned a matching grant program which may be applicable to the endowment fund.
- ◆ The Trustees discussed having a staff appreciation breakfast brunch in the near future.
- ◆ The next meeting date was tentatively set for Monday, February 26, 2001 at 5:30 P.M. at the Provincetown Police Station.

Adjournment

Maghi Geary moved to adjourn at 8:51 P.M. and it was so voted unanimously.

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These minutes were approved by a vote of the Provincetown Library Board of Library Trustees members present at their meeting on March 12, 2001

Respectfully Submitted: Arthur L. Pike

Library Board of Library Trustees Signature

Secretary
Title

Rachel Crosby

Rachel T. Crosby, On-call secretary