

TOWN OF PROVINCETOWN
PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES

MEETING MINUTES OF AUGUST 10, 2000

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Meeting Held in Police Station Meeting Room

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

Members Absent: Bonnie Steele-McGhee

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

Call to Order: Chair James Cole called the Meeting to order at 9:15 A.M..

1. Public Statements - None

2. Approval of Minutes

May 15, 2000 – *Marcia Fair moved to approve with minor corrections, Anita Berman seconded, and it was so voted, 4-0, 1 absent (Bonnie Steele-McGhee).*

3. Director's Report – Debra DeJonker-Berry provided the Board with copies of the Director's Report for August 2000 (attached as an appendix).

- a. **Annual ARIS Report** – Debra DeJonker-Berry has completed the Report for the Massachusetts Board of Library Commissioners.
- b. **Public Library Construction Grant Round** – discussed as part of Chairman's Report.
- c. **"End of Civilization"** – series completed with mixed results, details provided in Director's Report.
- d. **Summer Reading Program** – details provided in Director's Report.
- e. **Planning Process Staff Training** – Library will be closed for this training, tentatively scheduled for September 19, 2000
- f. **Customer Service Grant** – details provided in Director's Report.
- g. **Patron Heart Attack** – resolved successfully by Library staff – see Director's Report

4. Chairman's Report

- a. **Auction Wrap-Up** – James Cole thanked everyone for a successful auction. Final total revenue is \$11,400. Marcia Fair reported that \$80 for an entertainment ticket package would have to be returned to the winning bidder because the entertainer is not coming to Town as scheduled. Letters will be sent to those persons who donated money.
- b. **Library Construction Fund** – James Cole thanked Arthur Pike for his work in keeping State representatives informed on this issue. Debra DeJonker-Berry reviewed a likely sequence of future events as well as her understanding of the funding reimbursement. Arthur Pike will insert the funding estimates in the letter to be sent to the Selectmen.
- c. **Planning for Joint Meeting with Selectmen on Tappe Presentation** – the Board reviewed the draft letter to the Selectmen prepared by Arthur Pike for James Cole's signature. Marcia Fair mentioned the additional costs (soil tests, asbestos tests, etc.) involved and asked whether these costs would be eligible for reimbursement. Debra DeJonker-Berry said she felt that the costs would be eligible, but that mentioning these in the letter as it would make the letter too convoluted. The Board reviewed motions passed at the May 15, 2000 meeting.
Marcia Fair moved, in the spirit of seeking a viable solution for the Library, and the Trustee's willingness to accommodate changes in design so long as they don't compromise the functionality of the Library, to amend

item 5) of the motion approved at the May 15, 2000 meeting to read “the internal curved staircase shall be kept intact in compliance with the Massachusetts Historical Commission”, Arthur Pike seconded and it was so voted, 4-0, 1 absent (Bonnie Steele-McGhee).

The Board reviewed and discussed the timetable/agenda to be followed at the meeting with the Selectmen. Arthur Pike mentioned that the Selectmen had published goals on the Town’s website stating their intent to tour the Library and Heritage Museum and to hold Public Hearings on the Tappe Report.

Marcia Fair moved to recommend to the Selectmen, in support of the Selectmen’s stated goals for FY 2001, the following items for approval:

- 1. a walk through in the autumn of the Freeman Street and Center Street buildings by the Selectmen and the Library and Heritage Museum trustees,*
- 2. an autumn 2000 Public Hearing held jointly with the Selectmen, the Library Board of Trustees, and the Heritage Museum Board of Trustees to present the Tappe Report to the public ,*
- 3. the Board of Library Trustees proceed to prepare and submit a Letter of Intent for a Massachusetts Public Library Construction Grant, by Oct 4, 2000, in order to get wait-listed for the recently approved \$12M State library construction funding*

Arthur Pike seconded the motion and it was so voted, 4-0, 1 absent (Bonnie Steele-McGhee).

Marcia Fair moved to accept the agenda/timetable for the August 14, 2000 meeting with Selectmen, Anita Berman seconded and it was so voted, 4-0, 1 absent (Bonnie Steele-McGhee).

The Board discussed having a workshop with the Tappe representatives prior to the meeting with the Selectmen. Debra DeJonker-Berry will post the workshop as a Work Session to take place at 5:00 PM in the Judge Welsh Room in Town Hall.

Arthur Pike will append the text of the pertinent motions to the letter to the Selectmen.

5. Other Business and Correspondence

- Arthur Pike commented on confusion in options A., B., and C. in the Tappe Report and Debra DeJonker-Berry reported that errata for the report were being prepared.
- *Arthur Pike moved to make the final payment in the amount of \$4,601.87 from the Library Gift Fund to Tappe Associates for the Library Heritage Swap Study, Anita Berman seconded and it was so voted, 4-0, 1 absent (Bonnie Steele-McGhee) (Signed payment authorization is attached).*
- The Board discussed gathering to present Maghi Geary with a gift for her service on the Board.
- The Board planned to meet next on September 20, 2000 at 7:00 PM in the Police Station Meeting Room.

Adjournment

Arthur Pike moved to adjourn at 10:04 A.M. and it was so voted unanimously.

These minutes were approved by a vote of the Provincetown Library Board of Library Trustees members present at their meeting on _____, 200__

Respectfully Submitted:

Library Board of Library Trustees Signature

Title

Rachel Crosby

Rachel T. Crosby, On-call secretary