

TOWN OF PROVINCETOWN

Public Library

Board of Library Trustees

Minutes of Public Meeting June 24, 2010

Meeting was held at Town Hall Conference Room.

Members Present: Mick Rudd, Jim Cole and Lyn Kratz

Members Absent: Tom Boland, Paul Benatti, (excused)

Others Present: Acting Library Director Mary Nicolini, Russ Braun, building commissioner, Sharon Lynn, town manager, Nancy Sirvent, Sharon Sullivan, Library staff members Susan Packard and Diana Maher.

Call to Order: Mick Rudd called the meeting to order at 2:09 PM.

1. Public Statements: There were no public statements.

2. Agenda: There were no changes.

3. Minutes: Postponed until the next meeting.

4. Building Project Update :

A. Grants - MHC Grant--Awarded \$36,500 in grants with matching funds, encompassing \$73,000 worth of work on the project. MHC requires reviewing the engineering design by the end of August (2010). This will be a tight deadline.

B. RFQ/Designer/Engineer - A building committee needs to be formed which will meet on a regular basis at a set time each week once the Architect/Designer is contracted. It will be composed of a member of Historical Commission and Historical District, representatives of the board of Library trustees, Town Manager's office and building commission.

We spoke with Town Engineer David Guertin via telephone, who informed us that the opening of the RFQs would be July 8th at 4pm. They will be reviewed between July 12-15 with the hope of going to the Board of Selectmen with a recommendation for awarding the contract. There will have to be an Owner's Representative. We will have to bid out for a Clerk of the Works.

5. Library Director Search Update

A. Interview Selection and Schedule

Truro librarian Sharon Sullivan will join our search committee again this year, along with Nancy Sirvent, Sharon Lynn, Mick Rudd, Lyn Kratz and Mary Nicolini. Applications will be reviewed soon and then the interview process will begin.

B. Input from staff

Susan Packard and Diana Maher presented a description of the qualities they hope for in a director. (See attached).

C. Interview subject areas

The Search Committee will meet next week to formalize the interviewing process.

6. Other Business and Correspondence: There was none.

Adjournment: Lyn moved to adjourn the meeting at 4:15 pm. Jim seconded the motion. The vote passed 3-0-0.

These minutes were approved by a vote of the Provincetown Library Board of Trustees present at their meeting on _____.

Respectfully submitted:

Library Board of Trustees signature Title

(Minutes prepared by Lyn Kratz)