

**TOWN OF PROVINCETOWN**  
**Public Library**  
**Board of Library Trustees**  
**Minutes of Public Meeting August 18, 2010**  
**Meeting was held at the Provincetown Public Library, 356 Commercial Street.**

**Members Present:** Mick Rudd, Lyn Kratz, and Jim Cole

**Members Absent:** Paul Benatti and Tom Boland (both excused)

**Others Present:** Mary Nicolini, Acting Director

**Call to Order:** Chairman Rudd called the meeting to order at 7:27 PM.

1. **Public Statements:** There were no public statements.
2. **Agenda:** The Director's Report will be presented before the Chair's Report.
3. **Minutes:** Lyn moved to accept the minutes of the June 10, 2010 BOLT meeting as presented. Jim seconded the motion. The vote passed 3-0-0.

**Jim moved to accept the minutes of the June 17, 2010 BOLT meeting as presented. Lyn seconded the motion. The vote passed 3-0-0.**

**Lyn moved to accept the minutes of the June 24, 2010 BOLT meeting as presented. Jim seconded the motion. The vote passed 3-0-0.**

**Lyn moved to accept the minutes of the July 20, 2010 BOLT meeting as presented. Jim seconded the motion. The vote passed 3-0-0.**

**4. Director's Report –**

**a. New Search for Library Director** – September 7<sup>th</sup> will be the new deadline for the new national search. The ad has been placed in different publications and will be up for 60 days. Mary and the Trustees discussed the possibility of getting a temporary Direct in the interim and possibly raising the salary for this position. The Search Committee will meet on August 19<sup>th</sup> to discuss these items.

**b. Tent on Front Lawn** – A tent has been erected on the library front lawn, paid for by Progressive Insurance. It will be up for Carnival. The money will go to the Supporters.

Mary said that the summer operation of the library is moving along. She discussed library events past, present and future, outstanding invoices, and a concern about the balance of the \$40,000 book budget. She has found it impossible to be acting Director, the only full-time staff member, and spend an appropriate amount of time purchasing material for the library. She stated that Diana Maher has been extremely helpful processing vouchers and managing the gift fund database.

**MOTION:** Lyn moved to designate Diana Maher as a financial liaison with the Supporters of the PPL. In that capacity, she would make deposits and perform accounting and bookkeeping services as part of her library employment. Jim seconded the motion. The vote passed 3-0-0.

- 5. Chair's Report** – The meeting with Carol DeNeeno was postponed which will affect the \$36,500 grant. The meeting has not been rescheduled at this time. There will be a landscape design meeting on August 24<sup>th</sup> at 9am.

**Cash Report** – A total of \$10,830 was deposited into the Building Gift Fund in the month of July. The breakdown of that amount is \$10,000 from the Heibert Foundation, and \$830 from general donations.

**6. Building Committee Update** –

Under the current engineering contract, air-conditioning for the 2<sup>nd</sup> floor will be able to go out to bid, and a rudimentary report on the side building (an appraisal of condition), for the cost of stabilization and repair, or to remove the building will be presented. Mick said that the metal doors of the side building have rusted and no longer close and secure the building or keep out the weather. The library will be able to make a more educated decision about the future of this building once they have this engineering report.

**7. Events**

**a. Licensing Update** – Special permits will be needed for special events held at the library. The library needs to compile a list of events that will happen in the foreseeable future. The application to Town Hall will need to happen soon.

**b. Packard Event** – Invitations have not been sent out yet. The event will happen one week later this year and two hours earlier, 5-7pm. It will still be held at the Packard Gallery. Music has been added to the roster this year. The Trustees discussed and updated the mailing list.

**c. Regatta Events** – Thursday night's event is all set and will be the same as years past. Art panels by local artists Steve Toomey will be displayed at the library during the Regatta event.

- 8. Supporter's Update** – There will be a meeting of the Supporters of the Provincetown Public Library on August 25, 2010 at 6pm at the library.

- 9. Old Business** – The John Lennon exhibit will not happen at the library during Labor Day weekend.

- 10. New Business** – The BOLT decided to send flowers to Sharon Lynn who has been hospitalized.

The Trustees discussed the need to refocus fundraising efforts now that the Capital Campaign has reached fruition. The Trustees will focus on this in upcoming fall meetings after the summer library events are finished.

BOLT also discussed that the Friends should receive compensation for the Packard event, and that a meeting needs to be set up with the Friends regarding the books being stored for book sales in the lower level. Mick stated that the location could remain the same, but the size of the book sales will have to be drastically reduced. Lyn stated that the Friends have been extremely supportive of the library and that they needed to be updated on the engineering design.

**Next BOLT Meeting – Tuesday, September 21, 2010 at 7:15pm at the library.**

**11. Adjournment: Mick moved to adjourn the meeting at 8:53pm. 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 Jean Jarrett)