

**TOWN OF PROVINCETOWN**  
**Public Library**  
**Board of Library Trustees**  
**Minutes of Public Meeting October 26, 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 (excused) and Tom Boland (left early)

**Others Present:** none

**Call to Order:** Chairman Rudd called the meeting to order at 7:45 PM after the informational work session with the architects.

1. **Public Statements:** There were no public statements
2. **Informational Work Sessions with Architects (5-7:45pm).**
3. **Minutes: Lyn moved to accept the minutes of the October 5, 2010 BOLT meeting as presented. Jim seconded the motion. The vote passed 3-0-0.**
4. **Director's Report-**
  - a. **FY2012 Budget Process** - The library is engaged in the 2012 budget process. The 12% reduction from last year was picked up by the Board of Library Commissioners. To remain accredited, the library needs to apply for a waiver. Mick will meet with Mary on October 27<sup>th</sup> to discuss this anomaly. The library received an extension so that the new director can be in place for two weeks before the deadline. The staff will be restructured soon.
5. **Financial Report** – The gross income from the Packard event was \$16,125. Of the total, \$8,000 will go to the Supporters. An adjusted total of \$8,510 was deposited into the Building Gift Fund in the month of September. Most of that was from the Packard event. Lyn showed that the new Monthly Cash Report now displays the amounts received from various library grants.
  - a. **Supporters' Credit Card account closure** – The library would like to discontinue the capital campaign credit card account. The Supporters still need one due to the sale of merchandise.
  - b. **End of Capital Campaign for Building Fund?** Mick and Lyn had a conference call with Marcia Fair regarding the Capital Campaign and came to the conclusion that the Capital Campaign is over. There is \$271,000 in the account that needs to be spent. All new donations should be channeled through the Supporters. The next item on the list is the Annual Appeal.
  - c. **Annual Appeal** – The annual appeal letter should be available in the next few weeks.
6. **Other Business and Correspondence** – The CEO of Outer Cape Health has come forward with an idea about the library developing a special section in the library devoted to health. They would also like to use space at the library to give lectures.

**Friends book sales** – Members of the School Committee said that the library book sales could take place at the elementary school. The Friends would be given a key to a storeroom. The old library and firehouse #2 (where the new restrooms are located) have been ruled out as sites for the

book sales. There was discussion about Firehouse #4 on Johnson Street, which is near the library, but there is neither heat nor bathroom facilities at that location.

**The next meeting of the Board of Library Trustees will be Tuesday, November 9<sup>th</sup> at 7pm.**

**Adjournment: Lyn moved to adjourn the meeting at 8:22pm. 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)