

## **TOWN OF PROVINCETOWN**

### **Public Library Board of Library Trustees**

#### **Minutes of Public Meeting December 20, 2011**

**Meeting was held at the Provincetown Public Library, 356 Commercial St.**

**Members Present:** Mary-Jo Avellar, Tom Boland, Patsy Greene, Mick Rudd

**Members Absent:** EveLyn Kratz

**Others Present:** Cheryl Napsha, Library Director

**Call to Order:** Vice-Chairman Greene called the meeting to order at 6:10 pm.

**1. Public Statements:** None

**2. Agenda Order:** No changes to agenda.

#### **3. Approval of Minutes**

Ms. Greene made a motion to approve the November 9, 2011 minutes. Mr. Boland seconded the motion, which was approved 3-0-1.

Mr. Rudd made a motion to approve the November 16, 2011 minutes. Ms. Greene seconded the motion, which was approved 3-0-1.

#### **4. Welcome of New Board Member**

The Board welcomed Mary-Jo Avellar to the Board. Ms. Avellar gave some brief background information about her experience with town boards.

#### **5. Director's Report**

The full report is attached. The Board discussed with Ms. Napsha various items from the report.

#### **6. Chair's Report**

The Board discussed items at the Chair's wish. Those included the new bicycle racks, on-going space for Friends of the Library booksales, and public relations to highlight the completed facility.

#### **7. Resource Development**

Appeal letter update: Mr. Rudd and Ms. Napsha informed the Board that the end-of-year appeal letter had been mailed. They were pleased with the color photo of the completed façade of the library.

*Mr. Boland left the room at 7:15 pm.*

### **8. Other Business and Correspondence**

The group discussed the two upcoming receptions. Ms. Kratz, Ms. Greene and Ms. Napsha felt comfortable that they have the details for the April reception outlined. There was discussion on possible caterers.

There was also discussion centered on the second, more formal grand opening celebration. Originally it had been scheduled for Saturday, May 19, but some members felt that it would generate more people if held Saturday, June 9. No consensus was reached on the date.

### **9. Next Meeting:**

The next meeting will be Tuesday, January 17 at 6 pm in the Bowsprit Room.

### **10. Adjournment:**

Ms. Avellar moved to adjourn the meeting at 7:50 pm. Mr. Rudd seconded the motion, which was approved 3-0-0.

*Respectfully submitted,  
Cheryl Napsha, Director*

## Provincetown Public Library

### Director's Report November 12 – December 15, 2011

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**"Libraries will get you through times of no money  
better than money will get you through times of  
no libraries"**

*–Anne Herbert*

#### **LIBRARY CONSTRUCTION**

Architect Mark Almeda, Landscape Architect Martha Lyon, Construction Supervisor Kevin Costello and I conducted a final walk-through of the exterior landscaping and brickwork on Tuesday, November 29. The remaining issues were addressed, so the project is considered completed except for some punch list items.

The air conditioning duct work is completed and is awaiting connection to the air compressor. The oil tank was moved in the maintenance room to make room for the air handler.

People are so happy with the completed library project! The Thanksgiving issue of the **Banner** featured a beautiful photo of the façade and a very short editorial thanking board and staff for their work. It was heartening.

#### **PROGRAMMING**

Marketing and Program Director Matt Clark began work on Tuesday, December 6. One of the first opportunities he enjoyed was to have lunch with the staff of PTV and other local non-profits to learn more about how we can all work together.

Matt had meetings with Principal Maxine Minkoff of Nauset Middle School, Executive Director Paul Niles of the Cape Cod Lighthouse Charter School, Principal Tom Conrad of Nauset Regional High School and Principal Kim Pike and staff at the Provincetown Public Schools. His goal was to find ways to both create quality programming targeted at their students, and increase the usage of our library by children and teenagers.

Nauset principal Tom Conrad would like to set up a Saturday extra help program for students from his school that live closer to Provincetown than Nauset. The program will give students the ability to have the text books and

other resources they need to complete their schoolwork available here at the library. He agreed to circulate news and announcements of any programming we have targeting his students to both parents and teens through bulletins, internet, and newsletters distributed in the Nauset public school system. Moving forward, he would like to work on an SAT prep clinic to be held at the library, and also a video game tournament.

Director Paul Niles of the Cape Cod Lighthouse Charter School was interested in ways the library could aid his students. Mr. Niles was hopeful that his students in the music program could utilize our library as a performance space, so he and Matt will work together on a mid-winter date for that event. He also saw Provincetown and our library as great places for his kids to display their artwork, and suggested that we host some sort of a competition to be judged by notable local artists. The idea they came up with is to pick a Provincetown landmark for his students to interpret in their own art form (paint, pencil, sculpt, computer...) and have the contest culminate in a final exhibit night to be held here at the library with food for all who attend and prizes going to the top artists. Mr. Niles also offered to distribute information on anything we do here at the library through all of the same channels that Tom Conrad of Nauset planned to utilize.

Kim Pike and her staff at Provincetown public schools offered an overwhelming amount of support and ideas. Starting in February the school would like to begin sending students to our library in the afternoons as part of their after-school enrichment program. The top ideas right now are a Lego club and cooking club, both which would also feature "story time." Ms. Pike will also be keeping Matt updated on the planned curriculum moving forward, so that the library will have the ability to produce relevant programming for her students. The first block we will participate in is a 6 week "people in the community" curriculum, and our presentation will focus on construction workers. The tentative plan is to have students ages 4 to 7 come to the library as part of their school day for a presentation including a story read aloud, short talk from a local construction business, and then a "hands on" segment featuring either a model or actual piece of equipment. The Provincetown school system offered to help us if additional staff becomes needed, and would even CORI check any new volunteers. We also spoke about collaborating with the Recreation Department for a program to run mornings during February vacation for students who will still be in the area. A meeting has been set up about this idea with Brandon Motta for later this week.

Matt met with Katie Reed, of FarmMaid Foods, Inc. at the Bradford Street Organic Market, with the hopes of having her come to the library to produce an adult organic cooking program this winter. She was enthusiastic and we will be moving forward with the goal of February in mind for her start date.

Matt also met with Beth O'Rourke of the Provincetown Television Network for filming/video editing training, and learned how to update the bulletin board on PTV with news and announcements from the Library. He checked out a camera from PTV and began filming to create footage for a 30 second introduction to all original library content that will air on their station. He and Beth plan to meet weekly so that he can further learn the software needed to create programs on PTV and also work on producing a short piece highlighting the renovations and exciting new direction our library is moving toward.

Finally, Matt met with Denise Gaylord of the Provincetown Fitness Challenge with a goal of providing some adult oriented fitness programming for mornings. Denise agreed to make the library a weekly stop on the Fitness Challenge, with runners starting from here and returning for coffee, snacks and a chance to wind down with reading materials. She's also interested in using the library as a programming space.

Our holiday program with glass armonica musician Carolinn Skyler was a success. The gentle sounds of the instrument were perfect with the acoustics on the mezzanine, and it made for a lovely afternoon. A total of 32 attended the 2 concerts, which were funded by the Friends of the Library.

I continue to lead the book group at Seashore Point. It's a very lively group, and I'm enjoying reading books that I wouldn't ordinarily select for myself.

## **OTHER ACTIVITY**

The Friends of the Library held their quarterly meeting at the library. As always it was a productive meeting.

I had the opportunity to attend a session on training for supervisors sponsored by Provincetown and other local governments. I learned some helpful information.

Patsy and I represented the Board at the December 12 BOS meeting to approve Mary-Jo Avellar's appointment to the Board.