

TOWN OF PROVINCETOWN

Public Library Board of Library Trustees

Minutes of Public Meeting February 21, 2012

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

Members Present: Mary-Jo Avellar, Patsy Greene, EveLyn Kratz, Mick Rudd

Members Absent: Tom Boland

Others Present: Cheryl Napsha, Library Director; Donna Vaillancourt

Call to Order: Chairman Kratz called the meeting to order at 6:05 pm.

1. Public Statements: None

2. Agenda Order: No changes

3. Approval of Minutes

Mr. Rudd made a motion to approve the January 17, 2011 minutes. Ms. Avellar seconded the motion, which was approved 3-0-0.

Ms. Greene entered at 6:17.

4. Director's Report

The full report is attached.

Ms. Napsha answered questions regarding programming and library activities.

5. Chair's Report

Ms. Kratz reported on her meeting with Ms. Napsha and the town's Finance Committee. The town increased the library's budget by 2%.

Ms. Napsha explained the Massachusetts Board of Library Commissioners' state aid formula and how our library budget fits into that equation.

6. Financial Report

Ms. Kratz has spent the last two months reconciling the library's accounts with the town's records of those accounts. It's been challenging to make some of the accounts match, but she has nearly completed that project.

7. Internet Filtering Policy

Ms. Napsha and the Board discussed the library's internet policy in relation to several recent incidents of patrons viewing objectionable material. Ms. Avellar moved to install filtering software on library computers, in accordance with the MBLC policy and the federal Child Internet Protection Act. Ms. Rudd seconded the motion, which was approved 4-0-0.

8. Mailer Colony Event Proposal

Ms. Napsha discussed a partnership with the Norman Mailer Center and Writer's Colony. The library and the Center would co-sponsor an event with author Paul Theroux in June. The Center would hold a fund-raising reception prior to the event. There will be a cost for entrance to the program, but anyone with a CLAMS library card, or any Provincetown resident, would receive free admission.

9. April & June Library Event Update

Ms. Kratz presented an overview of the program for the April 17 event. This is an event specifically for Provincetown residents. The idea is that, now that the exterior of the library has been renovated, it's time for everyone to know about the 'hidden treasures' within the library.

On Saturday, June 16, the library will hold its Heritage Day celebration from 1-3 pm. This event will be a recognition of the completion of the library building, complete with ribbon cutting.

10. Resource Development

This discussion was tabled.

11. Other Business:

None.

11. Next Meeting:

The next meeting will be Tuesday, March 20 at 6 pm in the Bowsprit Room.

12. Adjournment:

Ms. Avellar moved to adjourn the meeting at 7:46 pm. The motion was approved 4-0-0.

**Provincetown Public Library
Director's Report
January 14 – February 16, 2012**

"The man who has no imagination has no wings."

Muhammad Ali

LIBRARY CONSTRUCTION

The HVAC unit arrived and was installed. The construction crew is connecting the unit to the ductwork, and should be finished within two weeks.

PROGRAMMING

From Matt:

Collaborations between the Library and the public school system have been off to a successful start this month with the beginning of both the preschool field trips and the after school enrichment program. Lisa Colley's after school enrichment held their first meeting in the Bowsprit Room on February 8 for their creative writing group. Snacks and school supplies were provided to the six students in attendance (many thanks to Farland for the snacks). The program will run for 6 weeks total. On February 9, 20 students from Provincetown's pre-school and kindergarten classes attended "Truck Day" at the Library as a part of their "People in the Community" unit. Abby Our, a representative from Robert B. Our Company, was on hand for a presentation which included miniature hard hats for the children, a short video and a bulldozer parked outside of the Library for all in attendance to view and with which to have their photos taken. There was also a short storytime and coloring activity. Sandy Bostwick and Val Golden have committed to return for another presentation next month.

Movie nights have continued to be very well attended with our total number of 56 viewers so far this month for three screenings. Moving the start time up to 6:00 pm has seemed to allow a wider range of patrons to make it to the films. We continue to screen award-nominated movies including this month's films *Ides of March*, *50/50*, and *Moneyball*. Our upcoming two films, *Midnight in Paris* and *Drive*, are both expected to receive a large amount of interest.

Final preparations for the Library's joint program with the Recreation department for February vacation have been completed. We are expecting between 10 and 12 children to attend daily and have full schedules for each day focusing on a

different theme (dinosaurs, animals, legos, etc.) Volunteers from our staff and the community will come each day to read a story to the kids and help out with activities.

All three of the Provincetown Fitness Challenge events are still being held weekly at the Library. While the Pot-Lucks have been a bit quiet, both the Community Run and Food Check-in have solid followings and are still drawing in new patrons. Denise Gaylord has begun including guest speakers at her Pot Luck dinners and Food Check-ins, which has greatly increased the quality of her programming.

Chip Bishop's appearance on the second floor mezzanine area will occur next week. Chip Bishop is a Mashpee native and author of the book *The Lion and the Journalist* the true story of the friendship between his uncle and President Theodore Roosevelt. Mr. Bishop will present his book on February 23rd at 6:30 PM. His program is currently highlighted in the Library's new monthly newsletter and also on PTV.

The first issue of the Library's newsletter, *Life at the Library* went to print and distribution the first week of February. To date, over 100 copies of the publication have been taken by readers looking to brush up on new programming and events being held in our building. The March issue will be completed and ready for print by the end of next week.

The Library has re-established a relationship with the Cape Cod Children's Place in Eastham, MA. They are currently providing us with a playgroup in the Children's area of the Library led by Charlotte Fyfe every other Friday. Beginning on April 10, Cindy Horgan will begin a new monthly series of "traveling parenting roadshows" held in the Marc Jacobs Reading Room. Her presentations will last roughly 2 hours, and include both free dinner and childcare. I have started to use the resource room at the Children's Place to check out various items (arts and crafts etc.) to boost the quality of our programming geared for younger aged students.

Debbie Greenwood of the Cape Cod Lighthouse Charter School will be visiting the Library with other members of her staff on Monday, February 20 to view our space and plan out an exhibit showcasing her students' art to be held on March 18. Since the CCLCS does not have an actual performance area in their building, she would like to begin using the Library for both music and art related presentations.

On February 15, I met with Jody Anastasio of the Cape Cod National Seashore regarding spring and summer programming for elementary school aged children. By combining audiences that her organization and ours can provide, we are hoping to run programming here at the Library that will have a greater attendance level than seen in recent years. I will use contacts in both the school system and

Recreation Department to attempt to ensure a large built-in audience for any events that Jody will be sending our way. The first of these joint-ventures will be held on May 9, and dates are scheduled monthly through September.

OTHER ACTIVITY

Lyn Kratz and I presented the library's FY13 budget to the Finance Committee. I was pleased with the interest that the committee members took in the library, and grateful that they approved the budget as presented.

Along with Lyn Kratz I interviewed a second candidate for the Public and Member Services Coordinator position. I chose to re-post the advertisement and received 19 applicants, several of whom appear to be strong candidates.

Following the discussion at last month's Board meeting I finalized details for the sign for the front lawn. I submitted the appropriate paperwork to the Zoning Office, which approved the sign as proposed. I'm waiting to hear from the Historical Commission before proceeding any further with the execution of the signage.

Wendall Kalsow and I conducted a final walk-through of the renovation and created one last punch list of details that required work. Along with Sharon Lynn, we had a post-game discussion of the whole project, analyzing the high and low points.

The staff from our security company did a final tune-up of the security cameras, replacing one that was damaged and clarifying both the resolution and range of view for the cameras. I'm now more comfortable that our small staff can manage our 4-story building.

Along with Sandy Turner and Tony Lemme, I interviewed three candidates for the library's maintenance position, which had been temporarily filled by seasonal employee Bobbie Jo. We selected Bobbie Jo as the person to fill the position on a permanent basis.

I attended the bi-monthly CLAMS directors meeting and was appointed to the Executive Board.

I'm on the CLAMS by-laws committee, and our February meeting was focused primarily on the timely issue of electronic participation in meetings.

I serve on the American Library Association's Charlie Robinson Award Committee. Charlie Robinson was the long-time director of the Baltimore

County Public Library, which was a national leader in library services for decades under his leadership. I was very pleased to be part of the selection process, as this year's recipient is one of the most outstanding and visionary directors of this generation.