

**Board of Library Trustees  
Minutes of Public Meeting July 17, 2019  
Provincetown Public Library**

**Members Present:** Stephen Desroches, Stephen Borkowski, Barbara Klipper, Joan Prugh and Paul Richardson.

**Others Present:** Amy Raff (Library Director).

**1. Call to Order:** Stephen Desroches called the meeting to order at 6:01 P.M.

**2. Approval of Agenda:** Stephen Desroches stated that the agenda would be followed in the order published.

**3. Approval of Minutes:** Barbara Klipper made a motion to approve the June 19, 2019 minutes. Stephen Borkowski seconded the motion, and it was so voted, 5-0.

**4. Public Statements:** None.

**5. Director's Report:** Director Amy Raff submitted her July Director's Report to the Board prior to the meeting via email as requested. See full Director's Report at the end of the minutes.

**6. Old Business**

**a. Rose Dorothea Award:** Amy was excited to announce that Author Mark Doty has been confirmed as the 2019 Rose Dorothea Award recipient.

**b. Strategic Plan Update:** The two visioning sessions held by Kristi Chadwick from the Massachusetts Library System were well attended and insightful. Amy is working to develop a survey and hold "mini visioning" sessions with other groups within the community to generate more stakeholder feedback.

**c. Policies relating to the Archives:** The Board reviewed and discussed the policies relating to the Archives as edited by Board member Paul Richardson. The Board requested that Amy present the current draft of Library archival policies to Library volunteer and archivist Stephen Nonack for professional review.

- d. Other:** The Board discussed the Library's history and its description on the Library's website. The Board intends to utilize the information on the Library in David Dunlap's *Building Provincetown* in the future.

Stephen Borkowski expressed his hope that copyright considerations for the poster for the Chrysler Art Museum's exhibit of Andy Warhol's "Exploding Plastic Inevitable" be determined. Chair Stephen Desroches plans to attain more information on this topic by reaching out to the current Chrysler Art Museum.

## **7. New Business**

Amy announced that the Library is receiving excellent attention press on the Bear Week Facebook page. The Provincetown Book Festival was also previewed in the Cape Cod Times' Sunday, July 14<sup>th</sup> edition. Finally, the Library was excited to be visited by the Library Land Project, a pair of gentleman who intend to visit and rate every library in Massachusetts. Barbara Klipper and the rest of the Board discussed additional marketing ideas for the Library's programming.

The Board took a tour, led by Nan Cinnater, of the Archives.

**9. Adjournment:** Paul Richardson moved to adjourn the meeting. Joan Prugh seconded the motion. The meeting was adjourned at 7:17 P.M.

Respectfully submitted,  
Brittany Taylor

## **Directors Report July 17, 2019**

**Operational/Financial** as of 7.14.19

Books & DVDs: \$395

Postcards: \$30

Book Fest Tee-Shirts & Totes: \$120

Collected & Deposited \$1,104 into the Library Gift Fund since June 16, 2019:

A Budget expenditure to date: \$260,324 – 94%

B Budget expenditure to date: \$89,930 – 93%

Total number of items added to the collection in June: 268

Total number of items withdrawn from the collection in June: 332

### Online

Instagram increased followers from 1,071 to 1,102; 9 Mailchimp Releases; Provincetown Photo & a Poem; Provincetown History in Photos; New York Times Best Seller List; Facebook Posts for Events

### Meetings & Events

Weekly Town Staff Meeting, Weekly Library Full-timers meeting; Library Visioning (7/26); Crop Swap meetings (6/20 & 6/28); Monthly Library Staff Meeting (7/2); CLAMS Board Meeting (7/10)

### Programming Report 6/19-7/15

Writer's Voice Café: 16
Free Movie Nights: 25
Provincetown Book Discussion: 4
Reading Challenge Discussion Group:3
Seashore Point Book Group:11
Ranger Time: 6
Storytime on the Lawn: 17
Coffee Hours: 13
Examination of the Kennedy Assassination with Claudia Turner: 22
PIE Story Theater: 4
Edward Miller & Amy Herzog: 8

### Gift Fund Report as of the end of June 2019:

<b>Total balance</b>	<b>\$198,492.89</b>
General gift fund gifts	\$75,147.06
Restricted: Flores, McNabb, Hersch	\$113,098
Restricted Expendable: Flores, McNabb, Hersch	\$10,247.83

### Staff Updates

#### Updates from Brittany Taylor

-The Library has added over 60 titles to its Overdrive holdings based on patron requests, high-wait items, and other in-demand content. The Library intends to continue to better curate its e-offerings for its Provincetown patrons.

- The Library's summer is teeming with programs. Highlights for July include a Celebration of Honey Bees, several P.I.E. Story Theater performances, Feasting from Literature with Liz Barbour, and of course, lots of wonderful speaker events. August promises to include the continuation of Art on the Lawn, Storytime on the Lawn, and Ranger Time!, along with a Jeannette de Beauvoir book launch, a Climate Music Performance, and several author appearances.

- This year's Family Week is also jam packed as usual! Activities include two Drag Story Hours - one with Roxy Pops and one, sponsored by MARE, with Miss Richfield, a special Wednesday Art on the Lawn, Big Ryan's Tall Tales, Animal World Experience, and several Family Equality gatherings.

### **Updates from Nan Cinnater**

-Professional archivist Stephen Nonack is volunteering in the archives again this summer. He will begin with processing Leona Egan's papers.

-We announced the competition for "Reading Local," a curated reading of local and regional writers to take place at the Book Festival, with prominent New York literary agent Adam Chromy as judge. Submissions are arriving daily.

-Nan completed a grant application for \$500 from the Massachusetts Cultural Council to support the Book Festival.

### **Updates from Amy Raff**

- Homeless Prevention Council received grant award from the Provincetown Health Department to provide mental health and substance abuse case management services to people in Provincetown. This is what was formerly referred to as the "Navigator" program. The case manager will continue to hold office hours at the Library.

- The Library is a busy place. Since June 5 over 21,000 people have entered the building and this month circulation is up 7% as compared to June 2018.

- A new display by Jane Weissman, author of the Provincetown Railroad: The Tracks of Change, about Provincetown Railroad is planned to be installed by Wednesday in preparation for the program she is presenting next month.