

TOWN OF PROVINCETOWN
Public Library
Board of Library Trustees
Minutes of Meeting June 16, 2004
Meeting held in the Provincetown Police Station

Members Present: James Cole, Chair; Marcia Fair, Vice-Chair; C.J. Noyes, Secretary, Sandra L. Fay, Anita Berman,

Others Present: Debra DeJonker-Berry, Library Director
Arthur Pike, member of the public

Call to Order: James Cole called the meeting to order at 5:18 pm.

Public Statements: Arthur Pike spoke about how incensed he is that the USDA loan requires racial and ethnic information be collected on library card applications.

Minutes: Marcia Fair moved and Anita Berman seconded the motion to approve the May 19, 2004 minutes as corrected. The vote was 4-0 in favor. Marcia Fair moved and C.J. Noyes seconded the motion to accept the June 14, 2004 minutes as submitted. The vote was 5-0 in favor.

Election of Officers: Marcia Fair nominated and Anita Berman seconded the nomination of Jim Cole as Chair. The vote was 5-0 in favor. C.J. Noyes nominated and Sandy Fay seconded the nomination of Marcia Fair as Vice-Chair. The vote was 5-0 in favor. Marcia Fair nominated and Jim Cole seconded the nomination of C.J. Noyes as Secretary. The vote was 5-0 in favor.

Chairman's Report: a. Jim publicly acclaimed Arthur's dedicated service of 9 years— noting in particular his political savvy and his dedication to fundraising—and inviting him back as a member of the public to provide input.

b. Jim publicly welcomed Sandra L. Fay, thanking her for joining the Board.

Director's Report: a. Debbie reported on fee library cards. The director of the Fine Arts Work Center called to say that 700 students are here, each for a week, and to ask if there is a way to allow them to have cards without paying. Debbie explained the risks involved in allowing one-week visitors to borrow books for a two-week period and how the fee policy helps to ameliorate the risk. Asking for Debbie's recommendation, the Board discussed the need for an exception, the ramifications of exceptions, and then instructed Debbie to enforce the policy as is.

b. Debbie reported that the USDA loan agreement requires that the Library allow their representatives access to ethnicity, race/national origin and sex records that they requested the Library collect on applications to assure compliance with non-discrimination laws and protect the USDA from civil suits. The Board instructed Debbie to come back to them if and when the USDA staff responded to her request for information.

c. The Library will submit a grant application next week to MHC for renovation of the pavilion section of the new Library facade.

d. Debbie reported that the printer vending machine is working and patrons are becoming accustomed to it.

e. Debbie reported that Laine Quinn has been training other staff members to take over some of her responsibilities. Debbie asked for feedback on changing the position—to increase hours for the on-call staff. The Board instructed her to postpone making a final decision until after the summer.

Anne Larsen from MLBC is coming to meet with Debbie this week.

Building Committee: Jim reported there is another week or so until the building is sealed off. The windows were finished last week, ahead of schedule. The doorframes are in and the scaffolding is going up on the second floor. Debbie reported that the first floor will be made of plywood, not concrete. Marcia said the structural engineer was in for a full day and will be back before signing off. The framing is done on first floor; the columns are in; and the elevator will soon arrive. She spoke about the parking problem, suggesting that the Board approach the Chief of Police to request two parking passes for infrequent use by construction-related supervisors at the discretion of the Library Director. Jim agreed to meet with the Chief to discuss the issue.

Capital Campaign Committee: b. Marcia Fair presented the June 1, 2004 Cash Report showing \$503,384, and the Gift Report showing \$613,514. She announced a \$100,000 anonymous pledge, a naming opportunity for the children's library.

c. Marcia complimented Sandy's design of the website, CJ's photographs, and Debbie's timely updates. The Campaign Committee will meet again on June 30. Marcia also announced other possible naming opportunities, and

a list of giving opportunities for specific furnishings.

Other Business and Correspondence: Debbie presented information on a Susan Glaspell Marathon taking place on Saturday, June 26 from noon to midnight, and encouraged everyone to attend a part of it. Some of the proceeds will benefit the Library.

Next Meeting: The next meeting is scheduled for Wednesday, July 21 at 5:15pm in the Conference Room of the Police Station.

Adjournment:

Sandy Fay moved and Anita Berman seconded the motion to adjourn at 6:56pm. The vote was 5-0 in favor.

These minutes were approved by a vote of the Provincetown Library Board of Library Trustees members present at their meeting on _____August 18, 2004_____.

Respectfully submitted:

_____Carol Noyes_____ ___Secretary_____

Library Board of Library Trustees signature Title

Minutes prepared by Sheila McGuinness, On-Call Secretary