

TOWN OF PROVINCETOWN
Public Library
Board of Library Trustees
Minutes of Meeting September 22, 2004
Meeting held in the Provincetown Police Station

Members Present: James Cole, Chair; Marcia Fair, Vice-Chair; C.J. Noyes, Secretary, Anita Berman, Sandy Fay
Others Present: Debra DeJonker-Berry, Library Director
Call to Order: James Cole called the meeting to order at 5:19 pm.

Public Statements: There were none.

Minutes: Marcia Fair moved and Sandy Fay seconded the motion to accept the minutes of August 18, as distributed. The vote was 5-0 in favor.

3. Chairman's Report: Jim reported on the installation of door frames and retaining wall, the vaulted ceiling's readiness for sheetrock, and the growing beauty of the first floor spaces in the new building. Tours are held on Friday afternoons at 2:30; please call Debbie to make arrangements. Jim and Debbie presented Change Orders 14 through 17 totalling an additional \$264,782 to the contract.

Motion: Marcia Fair moved and Sandy Fay seconded the motion to increase by \$264,782 the Board of Library Trustees' fundraising goal set at the August 18, 2004 meeting. The increase represents Change Orders 14 though 17. The vote was 5-0 in favor.

4. Director's Report: Debbie will present the action statement next month. The Library has received a \$2,700 operating support grant from the Massachusetts Cultural Council, an amount that is less than last year. The grant will support the digitization work.

5. Capital Campaign Committee: Marcia reported that the Packard Gallery reception brought in \$21,800 from 130 donors; there were 110 attendees. The Jewelry (and Bake) Sale brought in \$4,500. The next Jewelry Sale will be October 10. There will be two ads taken out to advertise the sale. Mugs, book bags, and shirt sales are strong. The Schooner Regatta introduced the needs of the project to people who have not been previously involved. Marcia also presented the September Cash & Gift Report indicating \$852,557 in cash and pledges and \$52,642 in non-cash gifts. She also presented a thank you letter to John Fowler and Tom Bombardier from the Board of Selectmen, a memo to the Selectmen announcing Michael MacIntyre's gift, and a thank you letter to him from the Selectmen. The Committee will send a holiday mailing to residents before Thanksgiving. There will be two Banner inserts—one in November, one in December. There will also be an ad placed in the Cape Codder.

Nancy Sirvent, as Vice Chair, is taking over the Capital Campaign Committee during Marcia's upcoming absence. Sandy Fay agreed to make reports to the Board of Library Trustees.

6. Other Business and Correspondence: There was none.

Next Meeting: The next meeting is scheduled for Monday, October, 18 at 5:15pm in the Conference Room of the Police Station.

Adjournment:

Sandy Fay moved and C.J.Noyes seconded the motion to adjourn at 6:10 pm. 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 ___October 18, 2004_____.

Respectfully submitted:

_____ Carol J. Noyes _____ Secretary _____

Library Board of Library Trustees signature Title

Minutes prepared by Sheila McGuinness, On-Call Secretary