

TOWN OF PROVINCETOWN
Public Library
Board of Library Trustees
Minutes of Public Meeting December 4, 2010
Meeting was held at the Provincetown Public Library, 356 Commercial Street.

Members Present: Mick Rudd, Paul Benatti and Jim Cole

Members Absent: Lyn Kratz (excused) and Tom Boland (excused)

Others Present: Cheryl Napsha, Library Director

Call to Order: Chairman Rudd called the meeting to order at 9:15am

1. **Public Statements:** There were no public statements.
2. **Agenda:** There was no change to the agenda.
3. **Minutes:** Paul moved to accept the minutes of the November 23, 2010 BOLT meeting as amended. Jim seconded the motion. The vote passed 3-0-0.

4. Director's Report- Cheryl Napsha

- a. **FY2012 Budget**– Cheryl presented the 2012 budget. The budget includes 2 15-hour/week positions to replace the one full-time position with benefits. Cheryl stated that the library needs to develop programming, and that one of the part-time positions could be responsible for publishing events. In the area of purchasing materials, she would like the library to consider buying materials fully processed instead of doing the processing in house. Cheryl spoke about the utmost importance of keeping the library's accreditations and the need to spend a sufficient amount of money in the acquisition of new material. This number would be approximately \$59,000.
- b. The budget will be submitted on Thursday, Dec. 9, 2010 at 10 a.m. to Town Manager Sharon Lynn and Dan Hoort, Financial Director for administrative review. The revised budget will be presented for review by the Board of Selectmen Thursday Jan. 6, 2011 at 5 p.m.

MOTION: Jim moved to approve the amended budget for FY 2012 - \$307,379. Paul seconded the motion. The vote passed 3-0-0.

5. Financial Report- Mick Rudd

- a. **Annual Appeal** – The mailing of the annual solicitation will be on December 6th.
6. **Other Business and Correspondence** – Mick said that the subcontract bids will be received during the period of 12/8-12/15. The general bid date remains the same. He stated that there has been substantial interest in the project.

The next meeting of the Board of Library Trustees will be January 3, 2011.

Adjournment: Paul moved to adjourn the meeting at 10:23am. Jim seconded the motion. The vote passed 3-0-0.

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

Respectfully submitted: _____
Library Board of Trustees signature Title

(Minutes prepared by Jean Jarrett)