

Board of Library Trustees Provincetown, Massachusetts

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Minutes of Regular Meeting

Wednesday, September 22, 1999 at the Provincetown Police Station.

Attending: Maghi Geary, Chair; Arthur Pike, Secretary; Anita Berman; James Cole; and Debra DeJonker-Berry, Director. (Bonnie Steele McGhee had notified the Chair she would be absent.)

The Chair called the meeting to order at 7:35 pm.

No Public Statements were offered.

Minutes: James Cole moved that the minutes of the Extra Meeting of July 7, 1999 be approved as distributed. The motion was seconded and voted 4-0.

Election of Officers: Maghi Geary, in anticipation of her stepping down as Chair, offered strong commendation for the Board and for the Director of the Library. The Chair then opened up discussion of the election, which had been postponed by vote of the meeting of May 24, 1999. After the members had been polled for an indication of their choices, the Chair suggested that the position of Secretary should be voted first. Anita Berman moved that Arthur Pike be nominated for the position of Secretary. This motion was seconded and it was voted 4-0 that Arthur Pike would continue as Secretary.

The Chair then turned over the gavel to the Secretary to conduct the election of the remaining officers. Anita Berman moved that the Secretary cast one unanimous ballot for the remainder of the slate: James Cole as Chair, and Maghi Geary as Vice-Chair. The motion was seconded and voted 4-0. The Secretary then turned over the gavel to the new Chair, James Cole. [Note: the Secretary has already conveyed the results of this election to the Office of the Town Clerk.]

Director's Report: The Director's written report, titled September 1999, is appended (Attachment 1). The Director noted that bids for painting have finally been advertised. She expressed her gratitude to Michael Andrews, who provided excellent cleaning and maintenance during the Summer. The Library has received a \$7,500 LSTA Customer Service Grant.

During the Summer the staff found it necessary to make some changes in Internet policy, because of overwhelming demand by tourists, principally for E-mail service. The Director suggested that the Board should review the Internet policy at a later date.

The Born to Read program was again a success this Summer, with help with space from St. Mary's. Space was also provided by St. Peter's for the "clown college".

Copies were distributed to this Board of a Thematic Outline drawn up by the Director of the Heritage Museum. Because enough funds have been raised by this Board and by the Friends and

Supporters, work is beginning to move forward on the possibility of a Library/Heritage Museum project.

The Director asked for letters of thanks to St. Mary's and to St. Peter's, as well as a letter of thanks to Michael Andrews. It was suggested that a copy of the letter to Michael Andrews be sent to the DPW Director. [The Secretary has drafted these letters, which were signed by James Cole, Chair, and mailed on October 1, 1999.]

The Director also noted that she has been named Chair of the Human Resources Team for the Town. She urged the Board members to sign up for the Volunteer Recognition boat trips being planned.

Chair's Report: The Chair read the details of a Gift Fund payment, to disburse \$127.08 to Lands End Marine Supply for custodial supplies and tables. Arthur Pike moved that the Board authorize such payment. The motion was seconded and voted 4-0. A copy with signatures is appended (Attachment 2).

The Director distributed copies of the Library's Goals and Objectives for FY99(October 1999-September 2000). Following after a reading through of this document, Maghi Geary moved that the Trustees accept the Goals and Objectives. The motion was seconded and passed 4-0. A copy is appended (Attachment 3).

The Chair noted that the new Town Accountant has instituted a procedure to regularize and expedite the signing of vouchers for payment by the Town Treasurer. As presented, this plan provides that Boards can sign in advance, designating a key person to act on behalf of the Board, particularly when several Boards are involved in joint projects. Arthur Pike moved that the Trustees sign the authorization forms provided by the Town Accountant. This motion was seconded and discussed. It appeared that the designated key person was specified by name, rather than by the title of a key office. Maghi Geary proposed an amendment, so that the identification of a person and a Town Office have an added phrase: "or the Acting Town Officer", to cover the case when the named person was no longer employed by the Town. This amendment was accepted as a friendly amendment to the original motion, and the amended original motion was voted 4-0.

The Chair suggested that discussion of the LSTA Preservation Assessment be deferred to the next meeting.

The Director presented two votes taken this morning at a meeting of the Beautification Committee, giving some direction to the Board of Selectmen about replacement of the linden tree and the possible gift of an American Elm. After discussion, the Board of Library Trustees agreed not to change their vote, taken at the Extra Meeting on July 7, 1999.

Fundraising Committee: The raffle of the Rose Basile painting will be held during Women's Week in October. The proceeds of the July Auction were about \$14,000. It was agreed that another auction should be held in July 2000, with the date picked early in the year. James Cole personally thanked Anita Berman for her

