

## TOWN OF PROVINCETOWN

### Public Library Board of Library Trustees

#### Minutes of Public Meeting June 18, 2012

Meeting was held at the Provincetown Public Library, 356 Commercial St.

**Members Present:** Patsy Greene, EveLyn Kratz, Mick Rudd, Donna Vaillancourt, Louise Venden

**Members Absent:**

**Others Present:** Cheryl Napsha, Library Director;

**Call to Order:** Chairman Kratz called the meeting to order at 6:10 pm.

**1. Public Statements:** None.

**2. Agenda Order:** No changes.

#### **3. Approval of Minutes**

Ms. Vaillancourt made a motion to approve the May 15, 2012 minutes. Ms. Venden seconded the motion, which was approved 3-0-0.

*Ms. Greene entered at 6:19.*

#### **4. Director's Report**

Ms. Napsha provided an update to her written report.

Former Provincetown resident Taylor Polites held a reading of his new novel *Rebel Wife*, which was well attended.

The library was a host venue for the Provincetown Film Festival, screening the movie *Dad, I Wanna Go Fishin'* by local Peter Cook. The Board expressed interest in having one or more copies of the film for the library to lend, and one for the archives, as it contains valuable local history.

There was discussion about the upcoming fashion show scheduled for June 28, sponsored by the library. The show will be outside, with a reception following inside. It is anticipated that there will be a strong turnout for the event.

Ms. Kratz discussed the need to update the library's entertainment policy to have the ability to market the library as a rental space to for-profit organizations. This would give the library the ability to increase its annual fundraising.

*Mr. Rudd entered at 6:52.*

There was discussion regarding the Paul Theroux author event. Ms. Napsha provided an overview of the details for marketing and hosting the event. The town has been more than accommodating in ensuring that we have access to

Town Hall and the necessary equipment. There will be a VIP reception following at the Mailer house.

Rebecca is working on an art brochure for the library that will include each piece held here.

### **5. Fall Reception Planning**

Saturday, September 15 was selected for the date of the reception. The Board decided that they would like to change the format from a more formal reception to a party atmosphere. Several possible venues were discussed, as well as caterers and entertainment.

Now that the Capital Campaign is over it's time to revisit the guest list and make it more relevant. Board members were asked to review their personal lists and recommend additions or changes to the traditional list.

### **6. Resource Development/Financial Report**

The Town combined the library's general gift account and its belfry fund into one single account. Currently there is approximately \$193,000 in that savings account.

The library's debt service is approximately \$60,000 annually.

*Ms. Greene left the room at 7:29.*

### **7. Other Business and Correspondence:**

None.

### **8. Next Meeting:**

The next meeting will be Monday, July 16 at 6 pm in the Marc Jacobs Reading Room.

### **9. Adjournment:**

Mr. Rudd moved to adjourn the meeting at 8:03 pm. The motion was approved 4-0-0.

**Provincetown Public Library  
Director's Report  
May 12- June 14, 2012**

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**"You must live feverishly in a library. Colleges are not going to do any good unless you are raised and live in a library every day of your life."**

—The late author Ray Bradbury

## **CONSTRUCTION**

I believe this is the last time I'll need this subject heading...

The air conditioning system is working well, DPW staff have been trained, and the library is cool both literally and figuratively. We're still dealing with the exterior noise from the compressors. Sound levels have been taken and a cover will be built to muffle the sound, which has been disturbing to neighbors.

The landscaping was repaired and sod replaced. DPW staff was trained on how to effectively cut the grass on the steep hillside- it can't be cut too low, or the roots won't cling to the hill.

We installed a lovely wooden carved sign that identifies the library and lists the hours. Now tourists won't confuse us with a church!

## **PROGRAMMING**

Rebecca is teaching a class on how to download ebooks to personal devices such as iPads, Kindles, and other electronic tablets. The program began recently, but we're getting groups at each one, and it provides a valuable service to the community.

Matt and Rebecca are working on a new website to replace our current site. While we love being a department of the town and having a presence on their site, the template format of the site is too restricting for what we'd like to accomplish. We will emulate the Visitors Service Bureau, which has a town website presence that links to their own site.

I'm very pleased that we've secured Zach Wahls to speak at the library during Family Week on Monday, July 31 at 2:00. Zach was a 19-year old college student in January 2011 when he spoke before the Iowa State Legislature in favor of maintaining the right to gay marriage. His speech went viral (check under "Zach Wahls Iowa" on YouTube for the speech. Since then he's written a book entitled *My Two Moms* and has become an advocate for young people. He will attend Family Week to work with teens, but I feel that his message has a much broader appeal, so I was thrilled when he accepted my invitation to speak here.

*From Matt:*

John Root hosted a talk on edible perennial gardening on Sunday, May 20 in the Marc Jacobs Reading Room. Five people attended the event that featured a slide-show, twenty minute lecture by John, question/answer session, and dozens of beautiful plants for sale. John was very impressed with our building, and I received some sincere compliments about the quality of the program from those who came.

Free movie nights returned on June 6 with a screening of *The Girl with the Dragon Tattoo*. The films are now being shown in the lower level reading room, which was filled to capacity with 18 people in attendance. Our second film of the month, *Alfred Nobbs*, enjoyed an attendance of 18 as well. The crowd featured a solid mix of both regular locals, and tourists who saw ads on PTV and in the Banner. This is a positive sign for the Library's marketing efforts. Free movies will now be shown weekly on Wednesday at 6:00 pm throughout the summer.

E-Reader/Tablet basics with new Member Services Coordinator Rebecca Levin has had a successful first two weeks since its first day on June 7. The program was attended by a total of five people on June 7, all of whom left content with the service they received. Rebecca walked patrons through the basics on their iPad, Kindle, Nook, or Android Device. She also helped people learn how to download books from the CLAMS and Freading systems, and also welcomed basic "how to" questions (email, apps, etc.). Rebecca is using an open "walk in" format which has worked very well so far. The Library is holding a morning and evening session each Thursday in order to cater to the different schedules of our patrons during the busy summer season. Complimentary coffee from Wired Puppy is served at the 10:00 am session each week. The Library is very appreciative of the continued generosity from the Puppy. Rebecca will continue to conduct her help sessions weekly and is also looking into the possibility of an assistant if numbers grow too large for her to effectively help each patron during the hour-long meetings.

Daniella Schutzengel of Ark Angel Animal Hospital provided two excellent programs for the Library in the first week of June. On June 6, she appeared with two dogs (Ipod and Mika) to talk about pet safety with Provincetown Elementary School Kindergarteners for their final field trip of the year. In addition to the dogs, Dani provided snacks and plenty of interesting stories and samples from her work as a veterinarian. The field trip was a great success and all of the kids enjoyed the presentation. Dani returned to the Library the following night for her program "An Ounce of Prevention is Worth a Pound of Cure." This program was for adults and featured some great content focused on the preventative treatment methods she uses at her clinic. Five people attended the talk, including Town Manager Sharon Lynn. Pets were welcome too, as Dani brought dog treats as well as cookies.

Youth coaching nonprofit Up2Us held their annual conference in the lower level reading room on Thursday, June 7. Over 20 members of the group attended the day long seminar in preparation for their new "Coach America" initiative. All had very positive things to say about the building, as well as the service and help they received from staff members during the day.

Author Taylor Polites presented his new book, *The Rebel Wife*, in the Mezzanine Area on June 14. Polites, who now resides in RI, is a former Provincetown resident who still

has a solid following here in town. Twenty one people came to support Taylor's event. His novel has received excellent early reviews, making him a highlight among the list of authors set to appear at our building during the summer.

The Provincetown Film Festival showed the film *Dad, I Wanna Go Fishin'* in the Marc Jacobs Reading Room on Friday, June 15. The event sold out, and additional tickets had to be sold! An encore showing was needed on Sunday, June 17. BIG THANKS to Cheryl for getting in touch with representatives from the Film Festival in order to have the Library included in such a major event.

Locals have continued to participate in the Thursday Morning Community Walk/Run. Each Thursday the group has met in the Marc Jacobs Reading Room at 8:30 am and then enjoyed complimentary Wired Puppy coffee at the completion of their walk or jog.

Planning for the Love Matters fashion show featuring new clothing by designer Matthew Donnelly has continued to move forward. He will be calling the show "Inside Out," due mainly in part to it being held on the Library's front lawn. He plans for 15 models to showcase 22 new pieces. The show will begin at 7:30 pm on Thursday, June 28 and will be followed by a reception on the second floor of the Library. Marketing both online and in the community is going well thanks especially to beautiful posters and postcards that Matthew has provided. In his planning, Matthew truly made an effort to include members of the Provincetown community in his show, giving the event an authentic local feel. **Inside: Out** will feature an opening act from Madison Orange of Provincetown's **Go Go Hoop Dance**. Donnelly's entire line will be modeled by a roster of "town goddesses" with hair styled by **Snip Salon** and cosmetics applied by new retailer **Kiss and Makeup**. Sound and lighting will be provided by **Myrna Johnston Audio**. **Cape Cod African Dance and Drum** will supply a live soundtrack for the show. Ice cream donated by **Ptown Scoop** will be served until 10:00 pm. All of these collaborations that are making the show a reality will help to ensure an impressive attendance on the night of the show while also greatly improving the Library's positioning in the community.

The Library's latest collaborative program with the Recreation Department will begin on Monday, June 25. Each week until August 28, the Provincetown Public Library will provide a series of activities, games, movies, readings, crafts, and enriching programs to participants in the Recreation Department's Summer Day Program. The Recreation Department will provide transportation to and from our building, as well as any additional staff needed. We are expecting 15 to 20 children to attend each session. For week one, Larry Dapsis of the Cape Cod Cooperative Extension will present his tick safety program, "One Bite Can Change Your Life."

Comcast sports news anchor Kevin Walsh presents his new novel "Follow the Dog Home" in the Mezzanine Area on June 26. "Follow the Dog Home" includes stories about a dog who could read, a dog who thought he could fly, one who dug her own grave, and another who found the "other Kevin Walsh" on a college campus 750 miles away from home.

The Provincetown Public Library will celebrate the anniversary of the Stonewall Uprising on June 27 at 6 pm in the Marc Jacobs Reading Room. There will be a screening of the film "After Stonewall," which documents the history of the gay rights movement from the time of the riots in 1969 to 2000. The documentary captures the hard work, tragic defeats and exciting victories experienced. It also explores how AIDS literally changed

the direction of the movement. Brian McNaught, a nationally known speaker and facilitator on gays in the workplace, will be on hand to host the event as well as host a discussion with those in attendance after the film has been shown.

On June 29, the Cape Cod Children's Place will be holding a preview event of the art to be featured in their annual August Lunchbox Auction. All pieces will be on display outside of the Library for attendees to view, and refreshments will be served. The Lunchbox Auction Preview will be free and open to all members of the public. PTown Parties has donated food for the event.

Lastly, planning and marketing for An Evening with Author Paul Theroux has continued to move smoothly as the event draws near. All press outlets in the area for both print and internet have been supplied with news releases and updates regularly over the past month.

I have signed the Library up for a Constant Contact account last month, and the initial response has been very positive. We already have an email list of just over 175 subscribers including local patrons, town employees, part-time residents, and press outlets. The email service looks very professional, is easy to use, and has allowed the Library to greatly improve our marketing efforts. This will hopefully help our organization continue to increase our attendance rates as it allows more people to become aware of the quality programming provided at the Library.

In other technology news, I have also signed up for a Weebly account and begun work on a more interactive, user friendly Library website. I'm currently in the process of transferring content from our current site into the new design template that Cheryl, Rebecca, and I decided on.

The Paul Theroux event is Saturday, June 30 at 6 pm at Town Hall. I hope you will all be able to attend. He will be interviewed by Nan Talese.

## **PERSONNEL**

Rebecca has begun working weekend hours as we're getting very busy for the summer. It's helpful for the circulation staff to have her here, as she's available to assist patrons with computer questions and other reference needs.

When Matt's not at the library he serves as a track coach for Nauset High School. This is the school's 2<sup>nd</sup> year to have a track team, and Matt has coached them both years. Last year his team went to the state finals, which is pretty noteworthy for a brand-new group. This year they did well at the state championships, and are currently in North Carolina at the national championships. They placed 7<sup>th</sup> in their event, which should put them in the top 25 teams nationally. It's a huge honor for the team, and a testament to Matt's coaching abilities. We're very proud of him.

## **OTHER NEWS**

I completed the evaluations of all staff, as requested by Sharon. The evaluation document developed by the town's Personnel Committee was an effective instrument and provided an opportunity for me to have meaningful discussions with each employee. I felt that it was a learning experience for me as much as for them.

Rebecca has been working with Ewa Nogiec to create a walking tour of the library's art. Although virtually all the pieces are shown on the town's history site, the resolution didn't translate well enough to create a brochure, so Rebecca photographed the 53 pieces. The end product is a beautiful 11 X 17" double-sided sheet that we can laminate and give to patrons for use in the library. We had discussed having hand-outs that people could take with them, but the fee to reproduce them in color would be cost-prohibitive.

I had my first meeting of the CLAMS Finance Committee, where we came to agreement on the CLAMS budget for FY13. It was definitely a great experience being on the other side of the table from my usual spot in which I defend my budget, but valuable to work with the CLAMS director and committee members.