

## TOWN OF PROVINCETOWN

### Public Library Board of Library Trustees

#### Minutes of Public Meeting March 18, 2013

#### Provincetown Public Library

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

**Members Absent:** EveLyn Kratz, excused

**Others Present:** Cheryl Napsha, Library Director, James Johnson, Anne Packard, Mark Westman

**Call to Order:** The meeting was called to order by Ms. Greene at 6:10 pm.

**1. Public Statements:** The three candidates for the open position on the Board of Library Trustees introduced themselves.

Mr. Johnson said that he stepped forward to run for the position because he loves the library. With the exception of the police, fire and health care, the library is the most significant organization in town. He believes that when you live in a small town it's important to give back.

Mr. Westman noted that this is his fourth year of year-round residency in Provincetown, having relocated from Minnesota, where he was an architect. He has held a number of public offices there and been active in the community, and wishes to continue that service in Provincetown.

Ms. Packard is running for the open position because she is semi-retired and has energy to give, and that it was time to step up. She believes that she will be an asset to fundraising.

**2. Agenda Order:** No changes

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

Mr. Rudd made a motion to approve the February 18, 2013 minutes. Ms. Venden seconded the motion, which was approved 4-0-0.

Ms. Greene made a motion to approve the February 25, 2013 minutes. Ms. Vaillancourt seconded the motion, which was approved 4-0-0.

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

Ms. Napsha summarized her report for the guests. The biggest news is the creation of the Provincetown Public Press. She explained the difference between traditional print and digital publication, and discussed how the Press would operate.

She and Mr. Clark are working on a major program for June titled 'Fresh Paint,' which will be a one-night gallery-style opening with all galleries and independent artists invited to participate. Ms. Packard suggested that gallery owners be given the opportunity to sell their work, with a portion of the proceeds going to the library.

The Food for Fines program is continuing, with the food going to local students. Students from low-income families will receive a bag of food on Friday for the weekend, with the focus being on breakfast and lunch items.

Ms. Levin is the point person for the Mass. Memories Road Show, which will occur on Saturday, September 28. Ms. Napsha explained the concept of the program, which is designed to gather and document local history. The program is offered through the University of Massachusetts in Boston.

### **5. June Fundraiser**

Ms. Vaillancourt provided an update on the work done thus far in organizing the Mad Hatter's Tea Party event. She showed the graphics which will be used and explained the concept, including decorations, food and drink. It's important at this point to gather sponsors. The Board members divided up a list of potential sponsors to contact.

### **6. Other Business & Correspondence**

Long-time Friend of the Library and much-loved supporter Lee Brenner passed away. The Board discussed ways in which to honor her memory. Ms. Greene offered to speak with Ms. Brenner's daughter to determine her wishes.

### **7. Next Meeting**

The next meeting will be held on Monday, April 15 at 6 pm. in the library.

### **8. Motion to Adjourn**

Ms. Venden made a motion to adjourn the meeting, which was approved 4-0-0.

**Provincetown Public Library  
Director's Report  
March 2013**

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*“When you are growing up, there are two institutional places that affect you most powerfully — the church, which belongs to God, and the public library, which belongs to you. The public library is a great equalizer.”*

*Keith Richards, Rolling Stones*

## **LIBRARY NEWS**

After several months wait, we finally received the new furniture for the mezzanine. It's really lovely and finishes the space off beautifully. We now have 2 of the 4 floors furnished with lovely pieces, so the fundraising effort will continue as we work to upgrade the remaining 2 floors.

The 2 tables and chairs that were on the mezzanine were moved to the 2<sup>nd</sup> floor where the children's tables were, and those tables were donated to the program center at Province Landing (90 Shank Painter). Having adult-sized tables there has been a positive move, as that location is a favorite for adults using laptops, and the former set-up made for creaky knees.

Rebecca organized the first meeting for the Mass. Memories Road Show. Held at the Monument, approximately 30 people from all aspects of the community attended. The library provided lunch catered by Far Land, which I'm sure helped with attendance. Two staff from U Mass Boston, the entity that organizes the Road Show, gave a thorough presentation on how we should prepare and what we can expect on that day. We settled on the date of Saturday, September 28, and the event will be held either at Town Hall or at VMCS, if it is completed by then. Both places offer ample parking and are easily accessible.

Each month I hold staff meetings to communicate information and facilitate community. This month I finally gave the staff a list of computer competencies, something which I've been meaning to do for quite some time. These are basic computer skills, but my goal is to ensure that all staff are able to assist patrons with basic requests for assistance with things like setting up email accounts, creating Word documents, and performing basic trouble-shooting on the computers. I've placed a time limit of September 30, and have offered Rebecca, Matt and myself as trainers to provide as much instruction as anyone needs to meet the competencies.

I met with the Historical Commission to seek approval for the acoustical enclosure that will mask noise from the HVAC units on the east side of the building. After they approved the project I contacted McGinley Kalsow to follow up on the work.

Mick and I represented the library before the Board of Selectmen's Traffic Hearing to speak in support of the proposal to convert the parking space at the corner of Commercial and Center streets to a bicycle rack. The proposal was approved. A second proposal to eliminate right turns from Commercial to Center Street was also approved.

Matt began publicizing the Provincetown Public Press, and the result has been positive. You've seen the articles in the local newspapers and in *Library Journal*. In addition, Matt has received approximately 30 emails and phone calls from interested authors/artists, as well as contact from several library directors seeking information on the project.

Rebecca is working on a special project for April, which is National Poetry Month. It involves a scavenger hunt using QR codes to see local people reading some of their favorite poetry. It promises to be interesting and unusual.

*From Matt Clark, Director of Marketing and Program Development:*

### **Provincetown Pet of the Week**

#### **Fridays in February**

Provincetown Pet of the Week has continued to run strong on the new Library Site. I have accompanied each week's winner with a Constant Contact announcement as well as a Twitter update. The site continues to see a spike in visitors ranging between 200 to 240 each Friday after the winner is posted.

### **Website of the Week**

#### **Fridays in February**

I have continued to select a Website of the Week as well to post on [ProvincetownLibrary.org](http://ProvincetownLibrary.org). In an attempt to not overwhelm patrons with too many updates, I have not given this column the same type of promotion as Pet of the Week. I feel as though the quality is there though, both in the sites selected and the brief descriptions provided. I plan to begin bundling Website of the Week in a regular technology update through Constant Contact, which will hopefully help the program to gain a larger following.

### **Food for Fines**

#### **Resumed February 1**

Food for Fines ran the month of February, filling another large donation bin located in front of the circulation desk. The program has received a massive amount of support from both local businesses and Provincetown Schools.

Principal Kim Pike and the school social worker, Maryann Campagna have been extremely helpful in coordinating our effort to provide healthy breakfast and lunch food choices to children in need. March 8 was our first date of distribution with the food packaged by 7th and 8th grade students, allowing the program to hopefully extend not only until the end of the school year, but into the fall as well. Jody O'Neil featured this new initiative in a very positive article in the Provincetown Banner, from which I have heard countless compliments.

### **Free Movie Nights**

#### **Wednesdays in February and March**

The Provincetown Public Library continued to screen weekly free movies in the Marc Jacobs Reading Room during the months of February and March. There has been a group of regulars who attend which fluctuates between roughly 10 and 15 patrons depending on the week. The influx of new "Oscar-worthy" films has helped attendance. Several high quality films, including Best Picture winner *Argo* are scheduled for March.

### **E-Reader/Tech Basics**

#### **Thursdays in February and March**

The E-Reader/Tech Help Hour has continued to see a steady weekly attendance and high satisfaction rate under the guidance of Public and Member Services Coordinator Rebecca Levin. She has been able to help patrons with questions on a diverse range of topics and operating systems including iPads, laptops, smart phones, and Droid tablet devices. Complimentary coffee has continued to be generously provided by Wired Puppy. Rebecca has also transitioned into private appointments with several of her best "clients." We have discussed trying to capitalize on this trend by also offering special one-on-one tech sessions next year to those who would prefer her undivided attention.

### **Eco System Club Enrichment Program**

#### **Mondays in February/March**

The Eco System Club continued to hold weekly meetings during the winter months. With help from Rebecca Levin, the students have been able to keep the fish healthy and alive while also successfully maintaining a clean, working tank for them to live in. Rebecca has introduced several new activities for the students which focus more on crafts, movement, and task completion.

### **Thursday Morning Community Walk/Run and Coffee Hour**

#### **Thursdays in February**

**8:30 am**

Thursday Morning Community Walk/Run and Coffee Hour has continued each week with a low but regular attendance rate. We have held steady with a group of four to five walkers depending on weather conditions. Although small, the group has bonded over their long walks, and Wired Puppy coffee is always enjoyed by all at the completion of each week's program.

### **David Curran Book Talk**

**Thursday, February 21**

**6:00 pm**

David Curran is a clinical psychologist whose canoe camping experience began rather late in life, in 1997, at the age of 46. He presented his book about that first trip, *Canoe Trip: Alone in the Maine Wilderness*, to an audience of two during a weekend stay here in Provincetown. Although small, the audience was very interested in the content, and stayed for well over an hour discussing David's excursions and their own.

### **Big Ryan's Tall Tales**

**Friday, February 22**

**1:00 pm**

Big Ryan's momentum of successful visits to the Provincetown Library continued this February before an audience of 17 children and parents. The Provincetown Recreation Department also was on hand for the show with a group of four kids. As usual, Ryan presented a hilarious and engaging program that all seemed to enjoy. He also mentioned how grateful he was for the lengthy profile the Library helped him secure in the Provincetown Banner. Several families in attendance confirmed that the article had been what led them to attend Ryan's program.

### **Cape Cod's Highfield & Tanglewood with Kathleen Brunelle**

**Saturday, February 23**

**2:00 pm**

Local author Kathleen Brunelle had one person attend her program. I predicted zero, so will consider this a moral victory.

### **Provincetown Wee-Care Rose Dorothea Field Trip**

**Tuesday, February 26**

**10:00 am**

Ten students from the Provincetown Wee-Care class visited the Library for a 90 minute field trip focusing on the Rose Dorothea and the history of our town's fishing industry. The kids created colorful paper ships which are now on display in the Children's area on the second floor. After the art portion of the visit, I read them *Lobster Boat*, a book telling the chronicling the daily routine of two lobstermen. The trip was finished with a Rose Dorothea fact session, where students who raised their hands were allowed to choose nautical prize from the Library's treasure chest. Lastly, and most importantly in my opinion, the students spent the final 15 minutes of their visit having a blast playing freely in our fully stocked Children's Area. I feel that this greatly helps to reinforce that our building is a fun, exciting place that they will want to return to frequently.

### **Film Screening: Cultivating Women's Spiritual Mastery**

**Friday, March 8**

**2:00 pm**

This film was screened in the Lower Level Programming Room to an audience of three people.

**Provincetown Fitness Challenge: The Movie**

**Saturday, March 9**

**1:00 pm**

Denise had a nice turnout as usual with ten people attending her Saturday afternoon program. Before the screening of the film, a PFC trivia game was held with t-shirts given to all who had correct answers.

**Multiple Sclerosis Presentation with Yvonne deSousa**

**Thursday, March 14**

**6:00 pm**

Yvonne deSouza had another good turnout for her MS presentation with 13 people in the audience. This event, which was held as part of National MS Awareness month, lasted for just under an hour. Yvonne read excerpts from her site, her upcoming book, and also provided a full table full of helpful resources for people to take home with them.

**[Ancestry.com](#) Workshop**

**Fridays starting March 15**

**9:00 am**

The first meeting of the [Ancestry.com](#) workshop went well with a group of six people meeting in the computer area of the building at 9:00 am. Those in attendance were able to access Ancestry's database free of charge by signing in on the Library account. Several people in the group also brought along their personal computers and tablets and participated in the program using our building's WiFi system.

Lynne Martin and Tyler Keyes visited the Library on Tuesday, March 5 to update our computers and installed some new machines on the first floor. While here, Lynne, Tyler and I installed the necessary software for Skype to run, bringing us one step closer to our goal of holding a messaging program for international workers during the summer season. Also, Lynne will configure all computers to use [ProvincetownLibrary.org](#) as their internet browser homepage, increasing use and site visits to our new site.

Geof Karlson met with Cheryl and me, and is now confirmed to teach weekly Yoga and Tai Chi sessions on the second floor of the Library beginning on May 31. This is the culmination of a long term goal to hold an increased amount of wellness activities in our building. Geof will hold his Yoga class at 8:45 am on Mondays, and his Tai Chi session on Fridays at 9:00 am.

Emma Anderson has been brought in to hold a new children's storytime on Friday mornings. Although extremely skilled, Lucy Gilmore lacked the regularity in appearances that the Library needs to continue building a reputable schedule of children's programming. Emma is a Spanish teacher at Orleans Elementary School and also has worked extensively with young children with learning disabilities, making her an ideal candidate to help introduce early literacy skills to Provincetown's toddlers.

**Fresh Paint 2013** has officially been scheduled for 5:00 pm on June 27. A letter announcing this first-year art festival has been distributed to all local galleries, and followed up with an email announcement of the event. Currently, we plan to use all levels of the Library to present work by artists showing locally this summer, while creating an exciting atmosphere that will include food, wine, and live music.