

**Board of Library Trustees  
Minutes of Public Meeting February 15, 2017  
Provincetown Public Library**

**Members Present:** Laura Shabott, Stephen Desroches, and Joan Prugh.

**Others Present:** Matt Clark (Library Director) and David Mazochi (Friends and Supporters of the Provincetown Public Library).

**Call to Order:** Chair Laura Shabott called the meeting to order at 6:00 P.M.

**1. Public Statements:** None.

**2. Agenda Order:** Laura Shabott stated that the agenda would be followed in the order published.

**3. Approval of Minutes:** Stephen Desroches *made a motion to approve the January 18, 2017 minutes as amended. Joan Prugh seconded the motion, and it was so voted, 3-0.*

**4. Director's Report:** Mr. Clark reviewed the highlights of the Director's Report:

- Collected and deposited \$3,335 into the Library Gift Fund since January 18, 2017.
- Circulated 2,577 Provincetown items in the month of January 2017.
- The Provincetown Public Library 2016 Annual Appeal initiative has received \$4676 in donations to date. The Board of Trustees invested \$556 into the printing and mailing of the letters.
- The Library's proposed FY2018 Budget was approved by the Provincetown Finance Committee on February 10. The Finance Committee asked about the status of the Library's front lawn, and were happy to hear that we are working with the Department of Public Works to approve a Capital Improvement Project for the renovation and repair of the space.
- The Library's Materials Appropriation Waiver application was approved by the MBLC. The Library will also receive \$1,499.69 in State Aid to Public Libraries from the MBLC.
- MBLC Library Space Planning Consultant Anna Popp visited the Library on February 7 to help provide analysis and suggestions based off of our July 2016 and January 2017 space use studies.
- The Winter Wednesdays series is off to a great start, with 48 and 54 attending the first two weeks worth of classes. There are 6 weeks remaining in the series, which the Library is a co-sponsor and organizer.

## **5. Friends Report:**

David Mazochi indicated that the Friends and Supporters of the Provincetown Public Library have not yet been able to meet to assess their most recent program, their year and their earnings. The group intends to meet within the next month.

## **6. Buy A Book Initiative:**

Laura Shabott related Stephen Borkowski's Buy A Book Initiative, an program intended to garner more donations for the Library. The program would allow patrons to make donations toward actual Library materials at the 25 dollar level. Patrons who chose to donate to this initiative would select a book from the Library's upcoming additions and a book plate would be placed inside the selected book to honor the donor. Laura Shabott plans to have a firmer plan for this program by the next meeting.

## **7. Moby Dick Marathon Updates:**

The Board intends to invite Senator Dan Wolf to open the Moby Dick Marathon Reading. Matt Clark reported that Representative Sarah Peake and Representative Timothy Whelan are confirmed to participate in Day 1 of the event. He also indicated that the Center for Coastal Studies is confirmed for a panel discussion on the Thursday night prior to the event.

## **8: Heritage Day Planning:**

The Board plans to increase communication with the Provincetown Museum in order to collaborate with and garner suggestions for the Heritage Day event. Laura Shabott proposed that Alice Brock be invited as the main presenter for the event. Joan Prugh seconded this motion, and it was so voted 3-0.

## **9. Other Business:**

The Board also discussed moving children's area to the lower level and moving the non-fiction collection in the lower level to the second floor. This move, based on recommendations by Massachusetts Library System consultant, Anna Popp, and space use study results, would create a more logical flow to the Library's collection, encourage scholars to utilize upper levels more fully, and improve the use and safety of the Library's children's space.

Laura Shabott indicated that she and a planning committee are working on a 5 year strategic plan for the Library that she hopes will be accepted by the Board of Selectman by November of 2017.

Joan Prugh told the rest of the Board that she is still gathering information on the Rose Dorothea, but plans to begin a rough draft soon.

The Board also asked Library Director, Matt Clark, to add a donation option on the online store.

Finally, Laura Shabott moved to have book sale signage made and donation receipts printed. Joan Prugh seconded this motion, and it was so voted 3-0.

The next meeting will be on Wednesday, March 15, 2017.

**Motion to Adjourn:** Laura Shabott moved to adjourn the meeting. Joan Prugh seconded the motion. The meeting was adjourned at 6:57 P.M.

Respectfully submitted,  
Brittany Taylor