

Trustees of the Rowley Public Library
Regular Meeting – January 21, 2020, 7:00 PM

Agenda

- 1) Call meeting to order
- 2) Welcome Guests
- 3) Review of December 17, 2019 regular meeting minutes
- 4) Review of Director's Report & Budget
- 5) Old Business:
 - a) Budget estimates with updated job descriptions and increased hours
 - b) Window etching in entry (updated animal policy)
 - c) Update on hearing assistive system
 - d) Update on water fountain in lobby
 - e) Staff appreciation luncheon reminder
- 6) New Business
 - a) 2020 Elections (Maggie, Mary-Kate, Janet)
 - b) Town Report
 - c) February meeting date (school vacation week)
- 7) Working Group Reports
 - a) Performance & Compensation: Pam's review (updated version)
 - b) Building & Grounds:
 - c) Outreach & Special Events
 - d) Strategic Planning & Oversight
 - e) Policy & Procedure
 - f) Disaster Planning
- 8) Update from Friends of the Library Meeting
- 9) Review of Action Items
- 10) Adjourn

Next Meeting February 18, 2020

Subcommittees Assignments 2019-2020

Performance & Compensation	Janet, Maggie, Jenny, Glenn
Building & Grounds	Karen, MaryKate
Outreach & Special Events	Jenny, Karen
Strategic Planning & Oversight	Janet, Maggie, Liz
Policy & Procedure	Janet, MaryKate, Jackie, Glenn
Disaster Planning	Jenny, Jackie