

January 21, 2020

Minutes of the meeting of the Trustees of the Rowley Public Library

Present: Liz Cullen, MaryKate Gass, Pam Jacobson, Maggie Lemelin, Janet Peabody, Jackie Trojan, Karen Ziemiak

Absent: Glenn Blakney, Mary-Clare Condon-Dalzell, Jenny Patterson

Meeting called to order at 7:05 PM

Review of December 17, 2019 Meeting Minutes

See December 17th Minutes

Motion: *Karen Ziemiak motions to accept minutes. Liz Cullen seconded. Approved unanimously.*

Review of December Director's Report

The Friends raised approximately \$2,000 from the holiday basket raffle and cookie walk.

See December Director's Report for details

Motion: *Liz Cullen moves to accept. MaryKate Gass seconded. Approved Unanimously.*

Review of December Budget Report

See December Budget Report for details

Motion: *Janet Peabody moves to accept. Liz Cullen seconded. Approved Unanimously.*

Old Business

Window etching in entry (updated animal policy)

-No updates. Pam has not found a vendor.

Update on water bottle filling station in lobby

-The Friends are moving forward with the project and are looking for an installation date.

Staff appreciation luncheon reminder

-Staff appreciation luncheon Saturday, January 25 at 2pm at Grove

New Business

2020 Town Elections (Maggie, MaryKate, Janet)

-Maggie and MaryKate are not seeking reelection.

February meeting date (school vacation week)

-Feb 18, Feb 25, and Feb 26 are possible dates for the next meeting

Subcommittee Reports

- Performance and Compensation: Pam's review
Motion: *Liz Cullen moves to accept Pam's review. Karen Ziemplak seconded. Approved Unanimously*
- Building and Grounds: No updates
- Outreach and Bequests: No updates
- Strategic Planning and Oversight: No updates
- Policy and Procedures: No updates
- Disaster Planning: No updates

Subcommittees Assignments 2019	
Performance and Compensation	Glenn Blakney, Maggie Lemelin, Jenny Patterson, and Janet Peabody
Building and Grounds	MaryKate Gass and Karen Ziemplak
Outreach and Special Events	Jenny Patterson and Karen Ziemplak
Strategic Planning and Oversight	Liz Cullen, Maggie Lemelin, and Janet Peabody
Policy and Procedure	Glenn Blakney, MaryKate Gass, Janet Peabody, and Jackie Trojan
Disaster Planning	Jenny Patterson and Jackie Trojan

Friends Meeting

The staff appreciation luncheon Saturday, January 25 at 2pm. The next Friends meeting is February 4.

Action: Jackie to update the December 17 meeting minutes.

Action: Pam to find a vendor for the window etchings.

Action: Trustees to check on dates for the February meeting.

Motion: Janet Peabody makes a motion to adjourn. Liz Cullen seconded. Approved Unanimously.

Meeting adjourned at 8:06 PM. Next meeting tentatively scheduled for February 18, 2020 at 7PM.