

June 23, 2020

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

Present: Jeff Bard, Glenn Blakney, Mary-Clare Condon-Dalzell, Liz Cullen, Pam Jacobson, Melinda Patrick, Janet Peabody, Jackie Trojan, Karen Ziemplak

Absent: Jenny Patterson

Meeting called to order at 7:08 PM

Janet Peabody read the following:

Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law and banning gatherings of more than 10 people, this meeting will be conducted by remote participation to the greatest extent possible. The public may not physically attend this meeting, but every effort will be made to allow the public to view and listen to the meeting in real time. Persons who wish to do so are invited to watch the meeting on Rowley Community Media TV/ listen live on the RCM page on the Town's website at www.townofrowley.net or join the meeting from your computer, tablet or smartphone by using the link: <https://global.gotomeeting.com/join/882228773> or you can also dial in using your phone by calling 872-240-3412 and using access code 882-228-773. In the event that live transmission proves infeasible, an audio or video recording, transcript of other comprehensive record of the meeting will be made available on the Town's website as soon as possible.

Review of May 19, 2020 Meeting Minutes

See May 19th Minutes

Motion: *Glenn Blakney motions to accept minutes as amended; Karen Ziemplak second, all in favor – roll call vote: Glenn Blakney – aye, Liz Cullen – aye, Janet Peabody – aye, Jackie Trojan – aye, Karen Ziemplak – aye. Approved unanimously.*

Review of May Director's Report

See May Director's Report for details

Motion: *Mary-Clare Condon-Dalzell moves to accept; Liz Cullen second, all in favor – roll call vote: Jeff Bard – aye, Glenn Blakney – aye, Mary-Clare Condon-Dalzell – aye, Liz Cullen – aye, Melinda Patrick – aye, Janet Peabody – aye, Jackie Trojan – aye, Karen Ziemplak – aye. Approved unanimously.*

Review of FY20 and FY21 Budget Reports

See FY20 and FY21 Budget Reports for details

Motion: *Mary-Clare Condon-Dalzell moves to accept both FY20 and FY21 budget reports; Jeff Bard second, all in favor – roll call vote: Jeff Bard – aye, Glenn Blakney – aye, Mary-Clare Condon-Dalzell – aye, Liz Cullen – aye, Melinda Patrick – aye, Janet Peabody – aye, Jackie Trojan – aye, Karen Ziemplak – aye. Approved Unanimously.*

Old Business

Update on Pam's HPO

-HPO had been extended for 1 year and the court order stay away order will end in November.

Planning for re-opening with COVID protocols

-Pickup is going well. Patrons are not allowed in the building yet. All materials, except for the WiFi hotspots, are out for 3 weeks.

New Business

Election of officers

Motion: *Mary-Clare Condon-Dalzell nominates Janet Peabody for Chair, Jenny Patterson for Vice Chair, and Jackie Trojan for Secretary Clerk; Liz Cullen second, all in favor – roll call vote on slate: Jeff Bard – aye, Glenn Blakney – aye, Mary-Clare Condon-Dalzell – aye, Liz Cullen – aye, Melinda Patrick – aye, Janet Peabody – aye, Jackie Trojan – aye, Karen Ziemplak – aye. Approved Unanimously.*

Subcommittee Reports

- Performance and Compensation: No updates
- 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 2020-2021	
Performance and Compensation	Glenn Blakney, Janet Peabody
Building and Grounds	Jeff Bard, Karen Ziemplak
Outreach and Special Events	Jeff Bard, Melinda Patrick
Strategic Planning and Oversight	Mary-Clare Condon-Dalzell, Liz Cullen, Janet Peabody, Karen Ziemplak
Policy and Procedure	Glenn Blakney, Janet Peabody, Jackie Trojan
Disaster Planning	Melinda Patrick, Jackie Trojan

Friends Meeting

Fundraising is on hold. The book sale is in October. Yoga class may be held outside. The next Friends meeting is June 30 to elect new officers.

Action: Pam to print out library letterhead for thank you notes.

Action: Jackie to send thank you notes to Maggie and MaryKate.

Motion: *Mary-Clare Condon-Dalzell makes a motion to adjourn; Jeff Bard second. Approved Unanimously.*

Meeting adjourned at 7:57 PM.

Next meeting scheduled for July 21, 2020 at 7PM.