

January 19, 2021

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

Present: Jeff Bard, Glenn Blakney, Liz Cullen, Pam Jacobson, Melinda Patrick, Jenny Patterson, Janet Peabody, Jackie Trojan, Karen Ziemplak

Absent: Mary-Clare Condon-Dalzell

Meeting called to order at 7:01 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/604178725> or you can also dial in using your phone by calling (646) 749-3122 and using access code 604-178-726. 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 November 17, 2020 Meeting Minutes

See November 17th Minutes

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

Review of November and December Director's Reports

See November and December Director's Reports for details

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

Review of December Budget Report

See December Budget Report for details

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

Old Business

Update on "open" status & COVID protocols
-The library has a 30 minute limit on all visits.

New Business

Capital Funds requests 2022

- Exterior wood trim on the library
- Replacement of library self-check workstation

Town Report library letter

2021 Elections (Jackie, Jenny, Mary-Clare)

- Jackie will not be running for re-election
- Jenny is undecided
- Janet will contact Mary-Clare regarding re-election

February meeting date change? (School vacation week)

- New date for February's meeting – Feb 9

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: Need to meet
- Disaster Planning: Need to meet

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

Discussed what was successful and not for cookie walk

Possible picnic this summer as staff appreciation gesture

Possible book sale in the spring with scheduled pickups instead of book drop-offs. Book sale to be completely outside.

Possible garden program, like a plant sale with pre-order and a garden planning lecture

Action: Jackie to update November meeting minutes

Action: Janet to follow up with Mary-Clare on re-election

Action: Jenny to schedule a disaster planning meeting to add a pandemic to the website

Motion: *Jenny Patterson makes a motion to adjourn; Liz Cullen second, all in favor – roll call vote: Jeff Bard – aye, Glenn Blakney – aye, Liz Cullen – aye, Melinda Patrick – aye, Jenny Patterson – aye, Janet Peabody – aye, Jackie Trojan – aye, Karen Ziemplak – aye. Approved unanimously.*

Meeting adjourned at 7:52 PM.

Next meeting scheduled for February 9, 2021 at 7PM.