

November 17, 2020

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

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

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

Meeting called to order at 7:05 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/324310405> or you can also dial in using your phone by calling (872) 240-3212 and using access code 324-310-405. 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 October 20, 2020 Meeting Minutes

See October 20th Minutes

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

Review of October Director's Report

Richard covered the benches and will stain them in the spring.

An RFP may be needed to replace the rotting wood under the windows. Pam will look into how much work is needed to replace the wood.

See October Director's Report for details

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

Review of October Budget Report

See October Budget Report for details

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

Old Business

Planning for re-opening with COVID protocols

-Appointments are needed for the children's room. Some families were walk-ins but were accommodated since the children's room did not have another family there at the time.

Pam HPO update

-Jeff had attended the hearing online with Pam.

-The requested HPO modification will return to its original terms until the end of the HPO on June 2.

FY22 Action Plan – approval

Motion: *Jeff Bard motions to accept the FY22 Action Plan minutes as amended; Liz Cullen second, all in favor – roll call vote: Jeff Bard – aye, Liz Cullen – aye, Melinda Patrick – aye, Janet Peabody – aye, Jackie Trojan – aye, Karen Ziemplak – aye. Approved unanimously.*

New Business

Mary Bright – memorial?

-Melinda will reach out to the director of the COA to see about Mary's interests and her contacts

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: 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

There will be no basket raffle this year.

Pam is meeting with Skylar Patterson tomorrow regarding the free library project.

Action: *Pam will look into how much work will be needed to replace the rotted wood. A RFP may be needed.*

Action: *Jeff will send an email to Pam regarding Blue Cross/Blue Shield programs that are available.*

Action: *Melinda will reach out to the director of the COA to see about Mary Bright's interests and her contacts.*

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

Meeting adjourned at 7:45 PM.

Next meeting scheduled for December 15, 2020 at 7PM.