

February 9, 2021

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

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

Absent: Mary-Clare Condon-Dalzell, Jenny Patterson

Meeting called to order at 7:10 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/146769581> or you can also dial in using your phone by calling 872-240-3311 and using access code 146-769-581. 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 January 19, 2021 Meeting Minutes

See January 19th Minutes

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

Review of January Director's Report

See January Director's Report for details

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

Review of January Budget Report

Museum passes has been added to the materials expenditure for this year.

See January Budget Report for details

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

Old Business

Update on open status and COVID protocols

-The library increased occupancy to 40%.

2021 Elections

-Mary-Clare and Jackie are not running for re-election. Karen knows someone who may be interested in taking out papers.

Disaster plan updates related to COVID

-No updates since Jenny was not at the meeting

New Business

Ethics Training

-Completion certificates should be sent to Susan Hazen

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

Approved the garden sale.

Discussed the book sale. It will not be held in the first weekend of May.

Friends are looking into a grant to replace office chairs in the library offices.

Discussed changes in their investment policies.

Action: Trustees to complete ethics training

Action: Policy committee to meet

Motion: Melinda Patrick makes a motion to adjourn; Liz Cullen second. Approved unanimously.

Meeting adjourned at 7:42 PM.

Next meeting scheduled for March 16, 2021 at 7PM.