

April 20, 2021

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

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

Absent: Jeff Bard, Glenn Blakney, Mary-Clare Condon-Dalzell

Guest: Kathleen Petrowicz

Meeting called to order at 7:04 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/720534805> or you can also dial in using your phone by calling 786-535-3211 and using access code 720-534-805. 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 March 9, 2021 Meeting Minutes

See March 9th Minutes

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

Review of March Director's Report

See March Director's Report for details

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

Review of March Budget Report

See March Budget Report for details

Motion: *Karen Ziemplak moves to accept the budget; Jenny Patterson second, all in favor – roll call vote: 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 and COVID protocols

- Staff started to get vaccinated.
- 30 minutes time limit for library patrons.

2021 Elections/Trustee openings

- Please add Kathleen Petrowicz as a write-in for Library Trustee

New Business

Town Meeting (May 3)

- Non-resident department heads may be asked not to attend. Janet plans to attend to answer any questions.

Director's Review

Motion: *Liz Cullen motions to accept the director's review; Karen Ziemplak second, all in favor – roll call vote: Liz Cullen – aye, Melinda Patrick – aye, Jenny Patterson – aye, Janet Peabody – aye, Jackie Trojan – aye, Karen Ziemplak – aye. Approved unanimously*

Upcoming Trustee Orientation sessions (April, May)

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: Have met but will need to review the minutes at the next meeting.
- 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

The Friends discussed the book sale and are working on the membership mailing.

Skylar is working on the design and location of the Free Library.

Angie, the Friends Secretary, will not be continuing her current position when her term ends in June.

The Friends annual meeting is the 1st Wednesday in June.

Action: *Jackie to update the March meeting minutes*

Action: *Trustees to sign payroll on May 3 and to attend the town meeting*

Action: *Janet to send everyone the MVLC calendar of events with the orientation dates*

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

Meeting adjourned at 7:59 PM.

Next meeting scheduled for May 18, 2021 at 7PM.