

May 18, 2021

Amended 15 Jun 2021

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

Present: Jeff Bard, Glenn Blakney, Liz Cullen, Beth Enos, Pam Jacobson, Janet Peabody, Kathleen Petrowicz, Karen Ziemiak

Absent: Melinda Patrick

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/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.

We welcome our new Trustees Beth Enos and Kathleen Petrowicz.

Review of April 20, 2021 Meeting Minutes

See April 20th Minutes

Motion: Liz Cullen motions to accept minutes; Janet Peabody second, all in favor – roll call vote: Jeff Bard – abstain, Glenn Blakney - aye, Liz Cullen – aye, Beth Enos – aye, Janet Peabody - aye, Kathleen Petrowicz - aye, Karen Ziemiak –aye. Approved **unanimously**.

Review of February 19th Policy Meeting Minutes

Glenn Blakney motions to accept the minutes and Janet Peabody seconds
Majority rules both say aye.

Review of April Director's Report

See April Director's Report for details

Amy has two concerts (RCC supported) on the lawn scheduled this summer

Motion: Jeff Bard motions to accept; Liz Cullen second, all in favor – roll call vote: Jeff Bard – aye, Glenn Blakney - aye, Liz Cullen – aye, Beth Enos – aye, Janet Peabody– aye, Kathleen Petrowicz - aye, Karen Ziemiak – aye. Approved unanimously.

Review of April Budget Report

See April Budget Report for details

Motion: Glenn Blakney motion to accept the budget; Jeff Bard second, all in favor – roll call vote: Jeff Bard – aye, Glenn Blakney - aye, Liz Cullen – aye, Beth Enos – aye, Janet Peabody– aye, Kathleen Petrowicz - aye, Karen Ziemplak – aye. Approved unanimously.

Old Business

Update on open status and COVID protocols -

- Quarantine on the returned materials has been stopped
- The staff are still spread out
- The mask mandate is still in place as instructed by the Board of Health

Things that have fallen by the wayside

- Window etching
- Soundproofing the library
- Employee milestone recognition
- Mary Bright Memorial
- The Library of Things - issues with lending

New Business

Election of Officers

Janet Peabody vote for Chairperson - *Motion: Liz Cullen Second Jeff Bard all in favor – roll call vote: Jeff Bard – aye, Glenn Blakney - aye, Liz Cullen – aye, Beth Enos – aye, Janet Peabody– aye, Kathleen Petrowicz - aye, Karen Ziemplak – aye. Approved unanimously.*

Glenn Blakney voted for Vice Chair - *Motion: Liz Cullen Second Jeff Bard all in favor – roll call vote: Jeff Bard – aye, Glenn Blakney - aye, Liz Cullen – aye, Beth Enos – aye, Janet Peabody– aye, Kathleen Petrowicz - aye, Karen Ziemplak – aye. Approved unanimously.*

Karen Ziemplak voted for Secretary/Clerk - *Motion: Glenn Blakney Second Liz Cullen all in favor – roll call vote: Jeff Bard – aye, Glenn Blakney - aye, Liz Cullen – aye, Beth Enos – aye, Janet Peabody– aye, Kathleen Petrowicz - aye, Karen Ziemplak – aye. Approved unanimously.*

Jeff Bard volunteered to be the second keyholder. Janet Peabody is the first.

Subcommittee Reports

Below are the new Subcommittee Assignments

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, Beth Enos
Strategic Planning and Oversight	Liz Cullen, Janet Peabody, Karen Ziemplak
Policy and Procedure	Glenn Blakney, Janet Peabody
Disaster Planning	Beth Enos, Melinda Patrick, Kathleen Petrowicz

Friends Meeting

The Friends had a very successful plant sale.

The Friends meet on Wednesday of every other month (even months) and their annual meeting is the 1st Wednesday in June.

Action: Pam will change the Eagleson Trust **Donation to** a bequest.

Action: Pam will follow up with Jenny for the window update etching.

Action: Pam, Kathleen, Melinda and Beth will meet for Disaster Planning.

Action: Jeff Bard will meet with Pam to go over building basics for keyholders.

Action: Glenn and Janet will have a policy meeting.

Action: Melinda will follow up on the Mary Bright Memorial

Action: **Janet** will follow up with Deb at Town Hall regarding the Library of Things.

Action: Karen will get in touch with the architect to see if we are structurally sound for a 2nd floor.

Action: Everyone brainstorm on thoughts regarding the Library of Things.

Motion: *Liz Cullen makes a motion to adjourn; Glenn Blakney second. Approved unanimously.*

Meeting adjourned at 8:31.

Next meeting is scheduled for June 15, 2021 at 7PM.