

June 21, 2022

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

Present: Glenn Blakney, Jeff Bard, Beth Enos, Jessica Felizardo, Pam Jacobson, Melinda Patrick, Janet Peabody, Kathleen Petrowicz, Terri Yannetti, Karen Ziemlak

Meeting Called to order at 7:00 PM.

Public Comments - there were no public comments.

Welcome - We welcomed our guest, Maura Mastrogiovanni.

Maura gave us an update on the pollinator garden. All the plants are at Maura's house until August 21st when they will be moved to the garden at the library. She requested some additional funds for supplies that could be put into the library shed to help maintain the garden.

Motion: Janet Peabody motions to approve the additional funds. Melinda Patrick seconded. Approved unanimously.

Review of the May 17, 2022 Meeting Minutes

See May 17th Minutes

Motion: Glenn Blakney motions to accept the minutes. Kathleen Petrowicz seconded. Approved unanimously.

Review of the Director's Report for May

See May Director's Report for details.

Motion: Janet Peabody motions to accept the Director's Report for May. Jeff Bard seconded. Approved unanimously.

Review of the Budget Report for May

See May Budget Report for details.

Motion: Melinda Patrick motions to accept the Director's Budget for May. Terri Yannetti seconded. Approved unanimously.

Old Business:

New Server Update - it is still being worked on.

The new HVAC Vendor has finished the inspection on the system.

Cheney Garden - Jeff Bard has done some research and the dominant crops were corn and native sweet grass. Jeff will check out the sweet grass options.
Survey - Glenn and Karen still need to get together to create the survey.

New Business:

The Trustees were passed out copies of the Performance Appraisal that was completed by Janet and Glenn.

Onboarding Protocol for new board members is in the meeting packet and they are the tools for understanding the responsibilities of the Trustees.

Communications - the BOLT email is just for the Trustees not for the general public. Complaints, praise, etc. should be directed to Pam and Glenn. They will be designing a form that can be filled out.

Special Meetings such as the Mini Survey Meeting must be posted and minutes taken.

The Trustees need to review the Action Items and bring ideas to the next meeting.

Friends of the Library:

Kathleen attended the Friends meeting on Wednesday, June 1, 2022. The Friends had their new officers elected. The Book Sale was very successful. There was also some discussion on how to promote membership.

The next Friends Meeting is August 3, 2022.

Action: Glenn and Karen will get together to create a new mini survey.

Action: Glenn and Pam will be working on a meeting form.

Action: Glenn will be working on a wish list agenda.

Action: Jeff Bard will research sweet grass availability for the Cheney Garden.

Action: Pam will be updating us more on the IT situation.

Meeting adjourned at 8:30 PM. Melinda Patrick motions and Kathleen Petrowicz seconded. Approved unanimously.

The next meeting is scheduled for July 19, 2022, at 7 PM.

Subcommittee Assignments 2022-2023

Performance & Compensation	Glenn, Jessica
Building & Grounds	Karen, Jeff
Outreach & Special Events	Jeff, Beth, Melinda
Strategic Planning & Oversight	Janet, Terri, Karen
Policy & Procedure	Glenn, Janet, Terri
Disaster Planning	Kathleen, Melinda