

March 21, 2023

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 Ziemiak

Absent:, no one was absent

Meeting called to order at 7:00.

Welcome Guests: we welcomed Sieglinde Aigner-Crooks, President of the Friends of the Library

Public Comments - there were no public comments.

Review of the February 21, 2023 Meeting Minutes

See February 21st Minutes

Motion: Terri Yannetti motions to accept the minutes, Kathleen Petrowicz seconded. Approved unanimously.

Review of the February 23rd Policy Sub Committee Minutes

See February 23rd Minutes

Motion: Janet Peabody motions to accept the minutes, Glenn Blakney seconded.

Review of the Director's Report for February

See February Director's Report for details.

Motion: Janet Peabody motions to accept the Director's Report for February. Terri Yannetti seconded. Approved unanimously.

Review of the Budget Report for February

See February Budget Report for details.

Motion: Jeff Bard motions to accept the Budget Report for February. Melinda Patrick seconded. Approved unanimously.

Old Business:

New server update - It is coming along but slower than anticipated.

Cheney Garden - Pam has been back in touch with the Massachusetts Center for Native American Awareness and the garden is still in the plans for this spring.

2022 Mini Survey - the results were handed out to the Trustees in the packet and the results look very good.

Updated Library Director Job Description - see action items.

Marketing Survey - Jeff will be in touch with Pam next week.

Open Positions - there will be three open positions for Trustees on the May 23 ballot.

Please reach out to anyone who would be interested in the positions. Also, please let everyone know about write-in candidates.

New Business:

FY 2024 Budget - the budget has been accepted by the Selectmen and also approved by the Finance Committee.

Policy Updates - the committee met and updated the policies. They can be found on the library's website. The Trustees unanimously approved the updates. There was an addition made to the updates - "Stating the behavior that is acceptable in the library as determined by the library staff." A motion was made by Janet Peabody to insert this correction and seconded by Karen Ziemiak. Approved unanimously.

Friends of the Library: the next meeting will be held on April 5th. The book sale donation dates are April 8th and April 29th. The date of the Book Sale is May 5-7.

Action: Jeff will get with Pam next week regarding the marketing survey.

Action: The Policy Subcommittee will meet for Policy Update.

Action: Pam, Jessica, and Glenn will update the Library Director Job Description.

Action: All Trustees should spread the word about the open positions for the May election.

Meeting adjourned at 7:49 PM. Janet Peabody motions and Terri Yannetti seconded. Approved unanimously.

The next meeting is scheduled for April 18, 2023.

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