

**June 20, 2023**

**Corrected Minutes 08/23/2023**

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

**Present:** Glenn Blakney, Terri Davidson, Jessica Felizardo, Pam Jacobson, Maggie Lemelin, Kathleen Petrowicz, Terri Yannetti, Karen Ziemplak

**Absent:**, Beth Enos and Kelli Smullin

Meeting called to order at 7:03.

**Guests:** Sieglinde Aigner-Crooks

**Public Comments** - There were no public comments.

**Review of the May 16, 2023 Meeting Minutes**

See May 16th minutes.

**Motion:** Maggie Lemelin motions to accept the minutes, Kathleen Petrowicz seconded. Approved unanimously.

**Review of the March 29 Compensation Subcommittee Minutes** - waiting to hear back from Deborah Eagan. Jessica Felizardo motioned to approve, Glenn seconded.

**Review of the May 31st Policy Subcommittee Minutes**

**Motion:** Maggie Lemelin motions to accept the minutes, Terri Yannetti seconded.

**Review of the Director's Report and Budget Report for May**

See May Director's and Budget Report for details.

**Motion:** Terri Yannetti motions to accept the Director's Report and Budget Report for May. Maggie Lemelin seconded. Approved unanimously.

**Old Business:**

**Keyholders** -The keyholders are Glenn Blakney and Kelli Smullin and the call list has been updated.

**Subcommittees** - The subcommittees have been updated and the list is available at the end of the minutes.

**Garden updates** - The pollinator garden is coming along nicely and the volunteers are aware of the limited watering hours. We haven't heard anything back from the Massachusetts Center for

Native American Awareness regarding the Cheney Garden.

**New Business:**

Updated Policies -

Hate speech - The policy has been approved by the Town Counsel. Maggie Lemelin made a motion to accept the policy and Terri Yannetti seconded. Approved unanimously.

Flag/Banner - The policy still needs to be approved by the Town Counsel but we feel the wording needs a little rephrasing.

Social Media - The policy needs to be approved by the Town Counsel. Terri Yannetti motioned to accept the policy as written and Kathleen Petrowicz seconded. Approved unanimously.

**Reports from Subcommittees** - they are listed in the action items.

**Friends of the Library:** the next meeting will be held on August 2. Siegi is looking for assistance with the grant received from the Institution for Savings. The library needs new tables for the meeting room so the Building and Grounds Subcommittee will handle the research.

**Action:** Pam will sign up the new trustees to newsletters.

**Action:** Glenn and Pam will touch base by email with Kelli to go over key holder information.

**Action:** Strategic Planning and Oversight will need to meet before next month's meeting.

**Action:** Pam will get the documents for Disaster Planning to Kathleen and Karen. After reviewing them Kathleen and Karen will meet with Pam to go over any updates.

**Action:** Jessica will speak with her husband regarding the plants around the library that will need to be removed.

**Action:** Pam will email the Massachusetts Center for Native American Awareness regarding the Cheney Garden.

**Action:** Pam will go back to the Town Counsel for rewording of the Flag/Banner policy.

**Action:** Glenn will check the file for the last performance appraisal. Pam will review the process and then meet with Glenn.

**Action:** Karen and Maggie will research tables for the meeting room.

Meeting adjourned at 9:00 PM. Maggie Lemelin motions and Terri Davidson seconded. Approved unanimously.

The next meeting is scheduled for July 18, 2023.

**Subcommittee Assignments 2023-2024**

Performance & Compensation Glenn and Jessica
Building & Grounds Karen and Maggie
Outreach & Special Events Terri D and Kelli
Strategic Planning & Oversight Terri Y and Terri D
Policy & Procedure Glenn, Terri Y and Maggie
Disaster Planning Kathleen and Karen