

August 15, 2023

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

Present: Glenn Blakney, Terri Davidson, Jessica Felizardo, Pam Jacobson, Kelli Smullin, Terri Yannetti, Karen Ziemplak

Absent:, Beth Enos, Maggie Lemelin, and Kathleen Petrowicz

Guests: George Gray and Sieglinde Aigner-Crooks

Meeting called to order at 7:03.

Public Comments - There were no public comments.

Review of the June 20, 2023 Meeting Minutes

See June 20th minutes.

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

Review of the June 13, 2023 Strategic Planning Subcommittee Minutes -

Terri Yannetti motions to accept the minutes, Kelli Smullin seconded. Approved unanimously.

Review of the Director's Report for June and July

See June and July Director's Report for details.

Motion: Kelli Smullin motions to accept the Director's Report for June and July. Terri Yannetti seconded. Approved unanimously.

Review of the Director's Budget for June and July

See June and July Director's Budget for details.

Motion: Karen Ziemplak motions to accept the Director's Budget for June and July. Terri Davidson seconded. Approved unanimously.

Old Business:

Flag/Banner policy - After discussing the email from Thomas Mullen we are tabling this for next month.

Garden Updates - The pollinator garden is in full bloom. We are going to check out someone new for the Cheney Garden. We are still looking into removing some shrubs around the library that need to be replaced.

Library Director Performance Appraisal - Pam will be checking the status.

Status of Keyholders - The keyholders are all set and information has been updated.

New Business:

George Gray - from the Rotary gave a proposal for a Happy to Chat bench. The Trustees will vote on it at the next meeting.

Rowley Plastic Bag Restriction - will be taking place on September 8, 2023. The library will be a distributor of bags donated.

First Amendment Audit - 07/31/2023 - First Amendment audits are a largely American social movement that usually involves photographing or filming from a public space. The library took the position of just "letting them be."

Reports from Subcommittees:

Strategic Planning - an Action Plan is needed before November.

Disaster Planning - Kathleen and Karen need to get together on this.

Buildings and Grounds - listed in Action Items.

Friends of the Library: the next meeting will be held on October 4. The Mural Fundraiser painting will be painted in October. September 2nd will be the collection of books for the Fall Book Sale which will be held on October 28th. The Basket Raffle and the Cookie Walk will be held on December 16.

Action: Pam will contact other libraries regarding their Flag Policy.

Action: Jessica, Chris, and Glenn will walk the library grounds to evaluate the shrubs. Chris will give us an idea of the costs of replacement.

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: Karen will start research on the Cheney Garden.

Action: Pam will check the status of the last Performance Appraisal.

Meeting adjourned at 8:30 PM. Terri Yannetti motions and Terri Davidson seconded. Approved unanimously.

The next meeting is scheduled for September 19, 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