

February 20, 2024

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

Present: Glenn Blakney, Terri Davidson, Beth Enos, Pam Jacobson, Maggie Lemelin, Kathleen Petrowicz, Terri Yannetti, Karen Ziemlak

Absent:, Jessica Felizardo and Kelli Smullin

Guests: Sieglinde Aigner-Crooks, President of the Friends of the Library.

Meeting called to order at 6:01.

Public Comments - There were no public comments.

Review of the December 12, 2023 Meeting Minutes

See December 12 minutes.

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

Review of the Director's Report for December and January

See December and January Director's Report for details.

Motion: Karen Ziemlak motions to accept the Director's Report for December and January. Terri Davidson seconded. Approved unanimously.

Review of the Director's Budget for December and January

See December and January Director's Budget for details.

Motion: Maggie Lemelin motions to accept the Director's Budget for December and January. Kathleen Petrowicz seconded. Approved unanimously.

Old Business:

Library Director Performance Appraisal - Pam, Glenn and Jessica will meet to go back through the questionnaire.

Web Site - is progressing

New Business:

2024 Town Election - Kathleen has taken out papers for re-election. Beth will not be running. Jessica is also up for re-election.

Designated Snow Emergency - Maggie will be the snow emergency contact.

FY 2025 Budget - Terri Yannetti made a motion to accept the FY 2025 Budget and Maggie Lemelin seconded. Approved unanimously.

Town Meeting and Warrant - The town meeting will be held on May 6, 2024. Our Revolving Fund Cap will need to be increased this year. We also have Meeting Room projects upcoming.

Reports from Subcommittees - Terri Yannetti attended a workshop on Strategic Planning.

Update from The Friends of the Library - There will be a Tea Party to celebrate the new mural fundraiser on March 16th. The Staff Appreciation Luncheon will be held at the Bradford Tavern on March 23rd at 2:15. The Spring Book Sale will be held Friday and Saturday May 3rd and 4th. Book Drop Off Days are March 23rd and April 13th.

Action: Glenn, Pam and Jessica will get together to update the Library Director Performance Appraisal.

Action: Policy and Procedure Committee will meet to schedule out policy work.

Action: Kathleen and Karen will meet to work on Disaster Planning.

Meeting adjourned at 7:05 PM. Maggie Lemelin motions and Terri Yannetti seconded. Approved unanimously.

The next meeting is scheduled for March 19, 2024 at 6:00 PM.

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