

November 15, 2022

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

Present: Glenn Blakney, Jeff Bard, Beth Enos, Pam Jacobson, Janet Peabody, Kathleen Petrowicz, Terri Yannetti, Karen Ziemplak

Absent: Melinda Patrick and Jessica Felizardo

Meeting called to order at 7:05.

Public Comments - there were no public comments.

Review of the October 18, 2022 Meeting Minutes

See October 18th Minutes

Motion: Terri Yannetti motions to accept the minutes with corrections; Kathleen Petrowicz seconded with corrections. Approved unanimously.

Review of the September 29 Special Meeting Minutes

See September 29th Minutes

Motion: Janet Peabody motioned to accept the minutes; Terri Yannetti seconded. Approved unanimously.

Review of the October 4 Special Meeting Minutes

See October 4th Minutes

Motion: Janet Peabody motioned to accept the minutes; Terri Yannetti seconded. Approved unanimously.

Review of the Director's Report for October

See October Director's Report for details.

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

Review of the Budget Report for October

See October Budget Report for details.

Motion: Janet Peabody motions to accept the Budget Report for October. Kathleen Petrowicz seconded. Approved unanimously.

Old Business:

New server update - still in progress but the profiles are being updated.

Pollinator Garden - Maura has replaced the plastic covering with salt marsh hay for the winter.

2022 Mini Survey - the survey did not make it out in the newsletter but will be sent out later.

Wish List/Capital Needs - Still in progress.

Call list & keyholder updates - will be tabled until next month.

Marketing Survey - The survey is going well. Jeff is still talking to other libraries.

FY 2024 Action Plan - Pam has submitted the plan.

Library Technician Vacancy - the position has been filled.

New Business:

Carpet cleaning - we are all set with volunteers to move the furniture.

Holiday hours - Janet Peabody motions to close the library on December 24, 2022. Jeff Bard seconded. Approved unanimously.

Court of Honor - The Boy Scouts have asked for a representative of the Trustees to attend the awarding of Eagle Scout to three gentlemen on November 26th. Karen will attend the ceremony.

Friends of the Library:

The next meeting will be held on December 7th. Janet Peabody made a motion to appoint Kathleen Petrowicz as the Trustee Representative for the Friends of the Library. Terri Yannetti seconded. Approved unanimously.

Action: Pam will let the Friends of the Library know that Kathleen will be the representative.

Action: Karen will attend the Eagle Scout Ceremony on November 26th.

Meeting adjourned at 8:38 PM. Jeff Bard motions and Beth Enos seconded. Approved unanimously.

The next meeting is scheduled for December 20, 2022.

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