

June 18, 2024

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

Present: Holly Ardito, Glenn Blakney, Katie Chattan, Terri Davidson, Pam Jacobson, Maggie Lemelin, Kelli Smullin, Terri Yannetti, Karen Ziemplak

Absent: Kathleen Petrowicz

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

Meeting called to order at 6:00.

Public Comments - There were no public comments.

Meeting Room Tables - The new tables are in and they are a great improvement. Thank you to The Friends and thank you to the Institution For Savings.

Review of the May 21, 2024 Meeting Minutes

See May 21 minutes.

Motion: Kelli Smullin made a motion to accept the minutes, Maggie Lemelin seconded. Approved unanimously.

Review of the Director's Report for May

See May Director's Report for details.

Motion: Karen Ziemplak motions to accept the Director's Report for May. Terri Davidson seconded. Approved unanimously.

Review of the Director's Budget for May

See May Director's Budget for details.

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

Old Business:

Happy to Chat Bench - A schedule was suggested for some local people to be available for chats. Possibly during the concerts. Katie is working on a list of people we would like to invite.

Subcommittee Assignments - The list has been updated and is included at the end of the minutes.

Memorandum of Understanding - Glenn will set up a meeting in July with the Policy and Procedure Subcommittee

New Business:

Fiscal Year- The new fiscal year is starting. Pam will be making sure all the materials money is spent before the last fiscal year ends.

Proposal for seating - The Friends are looking to provide a more welcoming atmosphere in the lobby. Many possibilities were discussed.

Update from the Friends of the Library - Sieglinde reported that the Tea Party for the Donation Tree and the Pollinator Garden will be held on August 24th from 10-12. That date was chosen since the garden will be in full bloom. The Friends are also looking into a webcam on the pollinator garden in memory of Joan Lyons. They are also working on a system for flower identification and a seed program at the garden.

Action: Katie will work on a schedule for the Happy To Chat Bench.

Action: Pam will share the calendar for the Extension Plan and Gap Year.

Action: Glenn will start working on the Memorandum of Understanding - Code of Conduct and then will meet with the Policy and Procedure Subcommittee.

Action: for the July agenda we will start the discussion action and the timeline for our 5 Year Plan.

Meeting adjourned at 7:08 PM. Maggie Lemelin motions and Kelli Smullin seconded. Approved unanimously.

The next meeting is scheduled for July 16, 2024 at 6:00 PM.

Subcommittee Assignments 2023-2024

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