

March 18, 2025

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

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

Absent: Terri Davidson and Kathleen Petrowicz

Guests: Sieglinde Aigner-Crooks

Meeting called to order at 6:00.

Public Comments - there were no public comments

Review of the February 18, 2025 Meeting Minutes and March 4 Minutes (Website Subcommittee)

See February 18 and March 4 minutes.

Motion: Kelli Smullin motions to accept the minutes and Katie Chattan seconded. Approved unanimously.

Review of the Director's Report for February

See February Director's Report for details.

Motion: Kelli Smullin motions to accept the Director's Report for February, Maggie Lemelin seconded. Approved unanimously.

Review of the Director's Budget for February

See February Director's Budget for details.

Motion: Karen Ziemplak motions to accept the Director's Budget for February, Kelli Smullin seconded. Approved unanimously.

Old Business:

Library Grounds - Karen is in the process of setting up a meeting with Sara Bourque.

Library Building Inspection - A safety inspection was performed but we need to find out if we can get a more thorough inspection through the town or do we need to hire someone.

HVAC Replacement - Town Hall is completed and they are getting an updated quote for the library work.

Food Pantry Box -The library needs a schedule of when the items will be picked up.

Suggestion Box - Kelli is working on this.

Strategic Planning - A community survey is being discussed to be included in the electric bill. The plan needs to be turned in by October 01, 2025.

New Website - The Sub Committee will be choosing between two vendors.

New Business:

FY 26 Budget - Kelli Smullin made a motion to approve the budget and Katie Chattan seconded. Approved unanimously.

The budget will be turned into the Finance Committee next Tuesday.

Town Election - May 7 or 8 are possible for the Library to hold a Candidate's Night.

Reports from Subcommittees

Policy and Procedure - still need to set up a meeting.

Update from the Friends of the Library - The Spring Book Sale will be held on Saturday, May 3rd from 9:00 - 2:00. The Presale will be Friday, May 2nd from 5:30 - 7:00. The Friends Membership leaves will drop off the tree on Saturday and new membership leaves will be available for purchase.

A Grant from the Institution for Savings has been applied to use for the library's new website. The next meeting of the Friends is set for April 2.

Action: Pam will let us know the date and time of the Finance Committee meeting and the Selectmen's Meeting that we should attend.

Action: Karen will get in touch with James Pike regarding the building inspection.

Action: Policy Committee will set up a meeting.

Action: Kelli will be working on the Suggestion Box.

Action: Pam will speak with Logan about decorating the Food Pantry Box, find out who emptied it, and a schedule for the pick up of items.

Action: Holly will attend the Friends meeting in April.

Meeting adjourned at 7:10 PM. Kelli Smullin motions and Terri Yannetti seconded. Approved unanimously.

The next meeting is scheduled for April 15, 2025

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