

April 15, 2025

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, and Karen Ziemplak

Absent: Kathleen Petrowicz, Kelli Smullin and Terri Yannetti

Guests: Sieglinde Aigner-Crooks and Jeanne Sanviti-Masher

Meeting called to order at 6:00.

Public Comments - there were no public comments

Review of the March 18, 2025 Meeting Minutes

See March 18 minutes.

Motion: Maggie Lemelin motions to accept the minutes and Holly Ardito seconded. Approved unanimously.

Review of the April 3 Minutes (Policy)

See April 3 minutes.

Motion: Maggie Lemelin motions to accept the minutes and Terri Davidson seconded. Approved unanimously.

Review of the Director's Report for March

See March Director's Report for details.

Motion: Karen Ziemplak motions to accept the Director's Report for March, Holly Ardito seconded. Approved unanimously.

Review of the Director's Budget for March

See March Director's Budget for details.

Motion: Holly Ardito motions to accept the Director's Budget for March, Terri Davidson seconded. Approved unanimously.

Old Business:

Library Grounds - Pam and Karen met with Sara Bourque. She will be presenting us with a four phase plan for the grounds.

Library Building Inspection - We have received a report and there are a few things that need to be addressed. The Town Building Inspector is not able to inspect the library more thoroughly and suggested we hire an outside source for that job.

HVAC Replacement - Town Hall is completed and they are getting an updated quote for the library work. It is moving along and we are hoping the new one will be installed by fall.

Food Pantry Box - This is a very busy time for Logan and he is working on a scheduled time for the items in the box to be taken to the Food Pantry and also making the box look a little less gray.

Suggestion Box - Kelli is working on this.

Strategic Planning - The committee went over the survey and edited some questions. They are working on getting all the questions and setting up Focus Groups for June.

New Website - Pam will get in touch with some libraries that have websites we like and get their opinions on them. Then the sub committee will get together to present the two companies.

New Business:

FY 26 Budget - The two budgets that were needed are ready for Town Meeting.

Town Election - May 7th was chosen for Candidate's Night but now there is a conflict with the Planning Board meeting.

Impacts of Federal Cuts/IMLS - The Board of Libraries will decide how to distribute the new budget. All Trustees are encouraged to check out the IMLS page.

Reports from Subcommittees

Disaster Planning - there was another leak at the Library. There needs to be a call sheet of who to get in touch with when things like this occur. Glenn is working on this.

Update from the Friends of the Library - Drop off day for the book sale is Saturday April 19th from 9-12. 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. Siegi has brought up some ideas for making the landscaping less labor intensive.

Action: Pam will take care of the Exit Sign and fire extinguisher mentioned in the Building Inspection Report.

Action: Karen will try and find a place to store the large ladder.

Action: Glenn will be working on a call list for Disaster Planning.

Action: Pam will check ListServ for a suggestion for a Building Inspector.

Action: Pam and Natalie will review HVAC

Action: Pam and Karen will go over the Site Plan and Borders and meet again with Sara.

Action: Pam will talk to the Moderator and see if we can reschedule Candidate's Night.

Action: Glenn will reach out to Kelli and Katie regarding Pam's contract.

Action: Web Site subcommittee will get together to present the two companies.

Meeting adjourned at 7:40 PM. Karen Ziemiak motions and Katie Chattan seconded. Approved unanimously.

The next meeting is scheduled for May 20, 2025