

June 17, 2025

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

Present: Holly Ardito, Glenn Blakney, Katie Chattan, Pam Jacobson, Maggie Lemelin, Kathleen Petrowicz, Jeanne Sanviti-Masher, Kelli Smullin and Karen Ziemplak

Absent: Terri Davidson

Guests: Sieglinde Aigner-Crooks

Meeting called to order at 6:00.

Public Comments - there were no public comments

Review of the May 20, 2025 Meeting Minutes

See May 20 minutes.

Motion: Kelli Smullin motions to accept the minutes and Maggie Lemelin seconded. Approved unanimously.

Review of the Director's Report for May

See May Director's Report for details.

Motion: Kelli Smullin motions to accept the Director's Report for May, Heidi Ardito seconded. Approved unanimously.

Review of the Director's Budget for May

See May Director's Budget for details.

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

New Business:

Review of library accounts and history - see handout

Keyholder volunteer - Holly will be replacing Glenn as a keyholder.

Winter holiday schedule - Pam will ask the staff what they would prefer.

Summer meeting schedule - We will meet July 15th if there is a quorum and any business to discuss, otherwise the next meeting will be August 19th.

Old Business:

Leak and Repairs - Pam will talk to Hiller Fire Protection to seek a strategy to predict problems.

HVAC - Pam is working with Natalie. They are waiting on the second proposal.

Landscaping - Sara is working with the original site plan. We are awaiting the Cheney Garden fence removal.

Strategic Planning - The Focus Groups had great attendance. It is apparent that the library

really is a community center.

Suggestion Box - Kelli made a fantastic suggestion box.

Website Update - The deposit has been sent in to initiate the start of the work.

Reports from Subcommittees

Library Director Evaluation - will be completed next week.

Update from the Friends of the Library - The Friends have a new Vice President. They will be meeting on the first Wednesdays of the even months. Going forward they will not be hosting the Candidates Night. Siegi suggested providing hot dogs during the Summer Concert Series. The Trustees agreed that they could be boiled inside the kitchen but there could be no cooking outside. Pam will let Amy know and Siegi will get in touch with Amy if they want to pursue this.

Action: Pam will ask the staff what they prefer for the winter holidays.

Action: Pam and Glenn will speak to the manager at Hiller Fire Protection for preventative maintenance.

Action: Kelli will investigate purchasing a new storage shed.

Action: Outreach and Special Events need people for the Happy To Chat Bench.

Action: Pam will ask Amy about the hot dogs during the Summer Concerts and then Amy and Siegi need to proceed.

Action: Holly will be briefed and instructed on the keyholder responsibilities.

Action: Performance and Compensation will meet to complete the Library Director evaluation.

Meeting adjourned at 7:20 PM. Kelli Smullin motions and Katie Chattan seconded. Approved unanimously.

The next meeting is scheduled for July 15, 2025 if needed

Subcommittee Assignments 2023-2024

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