

Minutes of Rowley Public Library Board of Trustees: Tuesday, February 17, 2026

Present: Ellen Barrett, Terri Davidson, Jeanne Sanviti-Masher, Katie Chattan, Holly Ardito, Glenn Blakney, Jeanette Pomeroy, Maggie Lemelin

Absent: Kathleen Petrowicz

Amy Roderick took Pamela Jacobson's place while Pam attended the concurrent FinComm meeting.

Public Comments: None

Guests: Scott Bernier in attendance, Sieglinde Aigner-Crooks from the Friends of the Rowley Public Library

Glenn Blakney moved to take agenda out of order. Katie Chattan seconded. Passed.

Review of Minutes from January 20, 2026

Ellen Barrett moved to approve the minutes as amended. Terri Davidson seconded, approved. Pamela Jacobson added corrections when she returned.

Changes:

Date: 20th to 21st.

Jeanette's name spelled incorrectly.

Town council needs to be changed to town counsel.

Minutes from February 4, 2026 Policy Subcommittee

Katie Chattan moved to accept. Jeanne Sanviti-Masher seconded. Motion passed.

New Business

Town Elections + Candidates Night

- Last year there was a perceived conflict of interest with the library hosting Candidates Night. Jeanne Sanviti-Masher had discussed the idea of having the Friends run it instead.
- *Action Item:* Jeanne Sanviti-Masher will find reference in older notes.
- *Action Item:* Jeanne Sanviti-Masher and Terri Davidson will coordinate finding another sponsor that is not the Library.

Banner Request from the Friends

- The Friends seek to again put up the book sale banner on the front lawn during the week of April 27th for the May 1 and 2 book sale.

Katie Chattan: Motion to approve. Jeanette Pomeroy seconded. Passed.

Old Business

Warrant approval procedures and recommendation from Policy Subcommittee

Trustees would not need to sign the bills for regular operating expenses but would for specific projects with timelines and spending caps. Trustees would ask the director to submit an ongoing report in the monthly budget.

Trustees would grant authority to the director to spend a certain amount during a specific time period for each account. We would do this in March and for special projects as needed.

Ellen Barrett moved to accept the recommendations of the Policy Sub Committee with the amendment. Holly Ardito seconded. Motion passed.

Pamela Jacobson returned.

Library Reports and Budgets

- Patron count was down in comparing the last two Januarys; circulation was up 5%
- Programs: quiet in January; one event snowed out; new page hired.
- New chair rails in big conference room, will wait for outside work until better weather.
- The Friends agreed to cover the costs of the inside work.
- HVAC: work has not been scheduled; the project manager wants to start in March, but it will still cold. However, the rebate needs to be submitted in April.
- The Rowley Fire Department conducted a walkthrough, discussing the issues to be addressed and potential evacuation plans. Date next month for official safety inspection. Update on fire extinguisher: smaller than acceptable.
- Holly Ardito moved to accept director's report, Jeanne Sanviti-Masher seconded. Passed.

Budget

- \$10,318 approved by FinComm for air compressor, new dishwasher, leak, other unplanned expenses.
- Recommended to have a surveyor look at potential issues that might arise.
- Pam will put the cost of a surveyor in the 2027 budget.
- The Fin Comm is aware that the heating costs were higher this year and that all budgets will need to be revised.
- We may come in under budget for wages and we can potentially transfer money if there is a surplus in that category.
- Motion to approve the budget: Terri Davidson moved, Ellen Barrett seconded, passed.

2027 Budget

Pam reported there is a two-week turnaround for budget development, which will happen in the next month and must be defended with FinComm and BOS. All departments should level fund. We don't know what the COLA will be. There are several contracted increases; we have to stick with a 15% of the overall operating budget on materials because of state requirements.

We did not ask for any capital requests, which already needed to be submitted.

Action item: Schedule a meeting with Ellen Barrett and Katie Chattan for compensation committee.

Library Buildings and Grounds

- Fire Dept inspection report
- Carpenter project – small rooms and exterior paint and repair
- Interior work finished and exterior has to wait. The Friends covered the interior work.

Action Item: Building subcommittee will reach out to Triton to find another contractor.

Strategic Planning Update

We are in the home stretch. We have draft mission statement and vision statement and will be meeting on February 24.

Web Site Update

- Reviewed website mockup
- Decided not to ask for a second mockup, which is part of the contract, because staff members like the current site.

Friends Update

- Book sale May 1-2
- Book sort: March 28, April 18, 9-noon
- Friday, May 1: Pre-sale Friends, donors, book sellers
- May 2 book sale: 9-2
- Sieglinde Aigner-Crooks has been President of the Friends for 10 years and looking for a successor.

Review of Action Items

Action Item: Jeanne Sanviti-Masher will find reference in older notes.

Action Item: Jeanne Sanviti-Masher and Terri Davidson will coordinate about finding another sponsor that is not affiliated with the Town or Library.

Action item: Schedule a meeting with Ellen Barrett and Katie Chattan for compensation committee

Action Item: Building subcommittee will reach out to Triton to find another contractor.

Motion to adjourn: Katie Chattan moved, Jeanette Pomeroy seconded it, meeting adjourned.

Next Meeting: March 17, 2026