

Trustees of the Rowley Public Library

Meeting Minutes

March 17, 2026

Present: Katie Chattan, Pam Jacobson, Maggie Lemelin, Kathleen Petrowicz, Jeanne Sanviti-Masher, Terri Davidson, Ellen Barrett, Jeanette Pomoroy

Not Present: Glenn Blakney

Guests: Sieglinde Aigner-Crooks, Stephanie Tanzella, Maura Deedy (remote)

Katie Chattan called the meeting to order at 6:00PM

Public Comment: None

Motion: *Jeanne Sanviti-Masher made a motion to take the agenda out of order for Maura Deedy's Strategic Plan draft review. Terri Davidson seconded the motion. Approved Unanimously*

2027 Strategic Plan

Maura reviewed the draft 2027 Strategic Plan. Jeanne Sanviti-Masher and Holly Ardito talked about the work and considerations in bringing together Mission, Vision and Values.

Terri Davidson thanked Maura for all her work in this process and Jeanne Sanviti-Masher noted that it has been a positive experience for members of the Strategic Committee.

As we move this forward, Maura recommended creating annual goals and a regular review or revisit to the Strategic Plan.

Motion: Maggie Lemelin makes a motion to accept the strategic plan. Terri Davidson seconds. Approved Unanimously.

Review of Minutes of the February 17, 2026 Meeting

Motion: *Jeanne Sanviti-Masher makes a motion to accept the minutes as revised. Jeanette Pomoroy seconds. Approved Unanimously.*

Review of Minutes of the November 17, 2025 Joint Meeting with the Board of Selectmen

Motion: Holly Ardito makes a motion to accept the minutes of the November 17, 2025 Joint Meeting with the Board of Selectmen. Maggie Lemelin seconded the motion. Unanimously Approved.

Review of Library Directors Report

Motion: Holly Ardito makes a motion to accept the Director's report as written. Ellen Barrett seconds. Approved Unanimously.

Review of Director's Budget

Motion: Holly Ardito makes a motion to accept the Director Budget's report as written. Jeanette Pomeroy seconds. Approved Unanimously.

Report from Library Trustee Orientation (Ellen Barrett and Jeanette Pomeroy)

Ellen and Jeanette discussed their experiences at new trustee orientation, awareness of the framing of the work that we do and the resources that exist for trustees.

FY 2027 Budget

The FY 2027 Budget has been submitted. Our staff is now part of the AFSCME Union and their wages will be negotiated with the town.

After discussion with Town Counsel, signing the warrants must continue to be done by an officer and two other trustees.

HVAC Installation

HVAC Installation is scheduled for April 6. The crane will be in back and impact parking, but doors will be accessible. We anticipate up to 5 days for this project, with intermittent heat and electricity at times. We do not anticipate closure during this time.

Old Business

Town Elections and Candidates Night

Scott Bernier, Maggie Lemelin, Ellen Barrett, Jeanette Pomeroy plan to run for the four open seats.

Library Building and Grounds

The fence in the Cheney Garden is falling down and needs to be removed. The fence separating the Library and the Baptist Church is broken in three places. Pam recommends the fence between Library and Church also be removed.

Safety Inspection

The Fire Department conducted a new safety inspection March 16, 2026. We were able to check several items off our list from the last inspection, but some new items have been added.

Carpenter project – Exterior paint and repair

We have been waiting for the snow to clear and are now ready to schedule the painting and repairs.

Janitor service with City Wide

The service has been operational for three weeks and there has been a noticeable improvement.

Web site update

Website is being coded. The staff will prepare content, training will be scheduled and the product will be soft launched.

Library Director Contract Renewal

The subcommittee has met once and will continue the discussion.

Report from Subcommittees

No updates

Update from the Friends of the Rowley Public Library

Book sorting is scheduled for March 28 and April 18. The Booksale will take place May 1 and 2.

Review of Action Items

Action: Terri Davidson and Jeanne Sanviti-Masher will monitor the return of nomination paperwork and reach out to Ipswich Community News to see if they would be willing to host a candidates night this year.

Action: Pam will reach out to Town Counsel to see if we could sign bills and payroll via DocuSign.

Action: Maggie Lemelin to reach out to Triton for the contact information for the contractor that would do the site review for the building.

Action: Pam will purchase a fire extinguisher and signage for the meeting room kitchen.

Action: Pam will schedule the carpenter.

Action: Communication around the HVAC installation will be included in the Newsletter, the Facebook page and other possible communications.

Meeting adjourned at 8:02 PM

Submitted by Maggie Lemelin

Subcommittee Assignments 2025-2026
Performance & Compensation Glenn, Ellen and Katie
Building & Grounds Holly, Jeanette and Maggie
Outreach & Special Events Terri , Ellen and Katie
Strategic Planning & Oversight Jeanne, Terri and Holly
Policy & Procedure Glenn, Jeanne and Maggie
Disaster Planning Glenn, Kathleen and Jeanette