

Meeting Minutes

Roxbury Free Library Board of Trustees Meeting August 18, 2015 at 17:30

Present: Don Breivogel-Williams (Vice Chair), Elizabeth Carney (Chair), Sandra Carrillo (arrived at 18:15), Jane Pincus (Clerk), Ryan Zajac (Library Director)

Absent: Carl Ellis (Treasurer)

Audience: none

1.0 Call to order

The meeting was called to order 17:30

2.0 Additions/Postponements of Agenda Items

None

3.0 Review and approval of minutes of 7/14/2015 meeting

A motion was made by Jane Pincus and seconded by Don Breivogel-Williams to accept the minutes from 7/14/2015. Vote: 3 yes, 0 abstentions, 0 no. Approved

3.1 Review of Treasurer's report

A motion was made by Elizabeth Carney and seconded by Don Breivogel-Williams to accept the Treasurer's report. Vote: 3 yes, 0 abstentions, 0 no. Approved

3.2 Library Director's report

In 2012 and 2013, lots of people connected to Teela-Wooket frequented the Library. Fewer in 2014, and this year. Summer residents are not as present at the RFL in 2015.

The Library has a new system for storing DVDs in a notebook which makes them accessible and takes up much less space than the old rack.

We did not receive a grant for programming from VTDOL.

Our extra books: Better World Books will take them, but we will receive no money for them.

There have been changes in Vermont public libraries, with hour, staff and budget cuts.

The Library ramp: It's lifting up and tearing the roof. The Town doesn't have money to repair the problem. Norwich's work was not guaranteed. Steven Dube' is the first contractor submitting a bid for the repair.

A woman from Williamstown Library Friends group had glowing things to say about the Library upon a recent visit.

Programs: In July: July 4th float, Lego Day. Just a few participants.

Vote: 3 yes, 0 abstentions, 0 no. Approved

4.0 Additions to agenda

The board briefly discussed East Roxbury and ways to engage that section of the community. The director suggested a volunteer based branch of the RFL in East Roxbury.

5.0 Old Business

5.1 Discuss status of legal review for By Laws 003

There is a Vermont Lawyer Referral Service RFL staff has been interacting with to find legal counsel. The board discussed what changes to the by-laws would require a lawyer to review them in the future? Board discussion also centered on creating a more formal discussion of what the Library is, a better description of it, at the outset (Title 1 and Authority). Move up 4A to be #!. Leave out "By-laws offer a structure..." (Article 1)

The Roxbury Free Library was founded circa 1912 with the purpose of serving the community, now In accordance with State Statute 22, Chapter 3, Section 143. It shall be governed by a Board of Trustees. This building was built in 1923, and the Trustees acquired it in 1933.

We have made preliminary changes and will wait on the advice of the lawyer. When can we make further changes without having to ask a lawyer for advice? We hope to have his review by next meeting.

No action taken

6.0 New Business

6.1 Review PERS 001 - Personnel Policy

A motion was made by Jane Pincus and seconded by Elizabeth Carney to have Ryan and Elizabeth revise PERS 001. The policy needs to be rewritten to apply to others hired – language change needed to address the existence of an assistant; and result in one policy to oversee all personnel. Vote: 4 yes, 0 abstentions, 0 no.
Approved

6.2 Review PERS 002 - Director Job Description

A motion was made by Don Breivogel-Williams to accept PERS 002 with 2 small clerical edits. Vote: 4 yes, 0 abstentions, 0 no.
Approved

7.0 Future Meetings

7.1 9/8/2015 next regular board meeting

8.0 Adjournment

This meeting adjourned at 7:05