

Meeting Minutes

Roxbury Free Library
Board of Trustees Meeting
September 8, 2015 at 17:30

Present: Elizabeth Carney (Chair), Don Breivogel-Williams (Vice Chair), Sandra Carrillo, Carl Ellis (Treasurer), Jane Pincus (Clerk), Ryan Zajac (Library Director)

Absent: None

Audience: None

1.0 Call to order

The meeting was called to order 17:37

2.0 Additions/Postponements of Agenda Items

None

3.0 Review and approval of minutes of 8/18/2015 meeting

A motion was made by Jane Pincus and seconded by Don Breivogel-Williams to accept the minutes from 8/18/2015. Vote: 5 yes, 0 abstentions, 0 no. Approved

3.1 Review of Treasurer's report

The board accepted the report

3.2 Library Director's report

4.0 Additions to agenda

None

5.0 Audience

None

6.0 Old Business

6.1 Review changes to Personnel Policy

The board discussed the new draft of the policy. A motion was made by Don Breivogel-Williams and seconded by Carl Ellis to accept PERS 001 with grammatical edits. Vote: 5 yes, 0 abstentions, 0 no. Approved

7.0 New Business

7.1 Review Policy Index

The board discussed what policies are in the folder and additional policies that may be appropriate for the board to work on. In the future the director will provide example policies to the board related to unattended minors in the library and a spending cap for staff. No action taken.

7.2 Submit Director Evaluation

The director submitted his self-evaluation to the board.

7.3 Accept Director Self Evaluation

A motion was made by Don Breivogel-Williams and seconded by Sandra Carrillo to enter executive session to discuss personnel. Vote: 5 yes, 0 abstentions, 0 no. Approved, The board entered executive session at 18:05.

8.0 Future Meetings

8.1 10/13/2015 next regular board meeting

9.0 Adjournment

The meeting was adjourned at 00:00?