

Meeting Minutes

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

Present: Don Breivogel-Williams (Vice Chair), Elizabeth Carney (Chair), Sandra Carrillo (arrived at 18:45), Carl Ellis (Treasurer), Jane Pincus (Clerk, left at 18:30), Ryan Zajac (Library Director)

Absent: None

Audience: None

1.0 Call to order

The meeting was called to order at 17:40

2.0 Additions/Postponements of Agenda Items

Don Breivogel-Williams requested time to discuss options for how the RFL may want to move forward updating their printers.

3.0 Review and approval of minutes of 11/10/2015 meeting

A motion was made by Jane Pincus and seconded by Sandra Carrillo to accept the 11/10/15 minutes as presented. Vote: 5 yes, 0 abstentions, 0 no. Approved

3.1 Review of Treasurer's report

Treasurer's report was reviewed and accepted. Treasurer made the board aware about Comcast selling shares to another owner. He also encouraged the board to consider having Edward Jones manage for free the RFL's stock shares. No action taken.

3.2 Library Director's report

Library Director's report was reviewed and accepted. Following an inspection by the fire marshall, the occupancy rate of the RFL has been established to be 49 individuals. Jane Pincus raised a question about program planning and the number of programs being offered.

4.0 Additions to agenda

Don Breivogel-Williams shared with the board that he had done some investigating at the request of the director for the best plan to update the RFL's printers. He recommended a wireless laser printer.

5.0 Audience

None

6.0 Old Business

6.1 Finalize Budget

The board discussed the proposed level-funded budget, anticipated FY17 facilities repairs, and personnel costs. A motion was made by Don Breivogel Williams and seconded by Carl Ellis to accept a FY17 operating budget totaling \$32,055 (FY16 budget with an additional \$2,500 for maintenance). Vote: 4 yes, 0 abstentions, 0 no. Approved

7.0 New Business

7.1 Plan for Christmas Gift Box ? Cookie exchange

Ryan will speak with Tina at RVS about providing a gift box for children. Cookie exchange deferred until Nov. 2016. No action taken. Sandra mentioned in the discussion that she does not anticipate returning for another term on the board in 2016.

8.0 Future Meetings

8.1 1/12/2016 next regular board meeting

9.0 Adjournment

The meeting was adjourned at 19:04