

Agenda_Packet_02-14-2017

Agenda

Roxbury Free Library
Board of Trustees Meeting
February 14, 2017 at 17:30

- 1.0 Call to order
- 2.0 Additions/Postponements of Agenda Items
- 3.0 Review and approval of minutes of 1/10/2017 meeting
- 3.1 Review of Treasurer's report
- 3.2 Library Director's reports
- 4.0 Additions to agenda
- 5.0 Audience
- 6.0 Old Business
- 6.1 Plan Retreat Date and Agenda
- 7.0 New Business
- 7.1 Town Meeting - Trustee candidates, Budget questions
- 7.2 Fund raising auction
- 7.3 Use of RFL surplus funds
- 8.0 Future Meetings
- 8.1 Next regular board meeting - ? date
- 9.0 Adjournment

Meeting Minutes

Roxbury Free Library Board of Trustees Meeting January 10, 2017 at 17:30

Present: Elizabeth Carney (Chair), Carl Ellis (Treasurer), Jane Pincus (Clerk), Ryan Zajac (Library Director)

Absent: Don Breivogel-Williams (Vice Chair), Angela Bauer

Audience: None

1.0 Call to order

The meeting was called to order at 17:39

2.0 Additions/Postponements of Agenda Items

Betty Carney and Ryan Zajac suggested reviewing the town's Facility Use policy.

3.0 Review and approval of minutes of 12/13/2016 meeting

A motion was made by Jane Pincus and seconded by Carl Ellis to approve the draft minutes of the 12/13/2016 meeting. Vote: 3 yes, 0 abstentions, 0 no. Approved

3.1 Review of Treasurer's report

Treasurer's report was reviewed and accepted. Great news re: fundraising: Thanks to everyone's generosity so far, we only need to raise \$909 in addition.

3.2 Library Director's reports

Library Director's report was reviewed and accepted. Please see attachments. Ryan and two other library directors met with Ben Jickling (newly elected Roxbury Representative), and talked about the necessity for increased funding for all libraries. The Library did get a bid on ramp work, to be finished in May. Ryan has also been meeting with Lise about redesigning the library interior, and will consult with randomly chosen townspeople to get their thoughts and ideas. The Crafters' group has ended, for lack of interest.

*To be approved at the next regular board meeting

The Library will be hosting a cooking class at the Church starting on February 3rd, and taking place every Friday evening at the Church for six Fridays.

4.0 Additions to agenda

We discussed Roxbury's new Facility Use Policy which was unfamiliar to us and left a lot of unanswered questions. For instance: Do Library-sponsored events have to pay rent when they take place in the Community Center? Who qualifies as a 'renter?' What if a group wants to use the RFL for a meeting? If scheduling is done through the town then is it necessary to pay? Why charge for rent? We'll check with the Clerk, and if useful, with the Selectboard.

5.0 Audience

None

6.0 Old Business

None

7.0 New Business

7.1 Write and Approve Warning for Town Report

Carl will check with Tammy.

7.2 Review Names of Trustees with Term Expirations

Elizabeth, Don and Jane. Three are coming up at once; would it be possible to make and change and stagger them better? We'll check with Tammy.

7.3 Plan Retreat Date and Agenda

We'll wait until February and set a date in March.

8.0 Future Meetings

8.1 2/14/2017 next regular board meeting

9.0 Adjournment

The meeting was adjourned at 18:45

Respectfully Submitted, Jane Pincus (Clerk)

*To be approved at the next regular board meeting

Library Operations Report

Upcoming Events and Meetings

- 2/20/2017 Adult Book Club meeting
- The Learning Kitchen on Friday evenings starting 2/3/17 until 3/10/17
- Town Meeting 2017 3/7/2017

January Outreach

- In January the RFL hosted 1 program (Round Table) and meeting space for 2 events (Roxbury Book Club and Roxbury Chess). Attendance in these events included 0 children and 14 adults.

Miscellaneous

- You will notice that repair work on the ramp has begun. A proposal by Langely Construction was accepted by the Selectboard. He has initiated the first phase of the repair already which will help us prevent any more heaving damage this winter.
- Governor Phil Scott has not renewed the contract for State Librarian Marty Reid. To date a replacement has not been named. Stability is something that still seems to be on the horizon for VT DOL as this change comes amidst the major restructuring of that department.
- We organized a walk-in legislative session with one of our new state reps., Ben Jickling.

Volunteers providing service
in the past month include

Joan Leary
Caitlyn Santi
Fran French
Hannah Zajac
Judy Lusk
Misse Axelrod

RFL Service description

I will take an opportunity to highlight some positive impacts the RFL has not on our community, but on the state library community. The Groton Free library is following our system of DVD storage and circulation. The Williamstown library had followed our process for ILL mailings until the USPS ceased it! Just recently, libraries in Essex, Rutland, and others followed a practice we started in Roxbury for getting kids access to LUV while in school. Despite our sense of being small and isolated, we are quite connected and some of our good ideas are making positive impacts statewide.

January 2017 By the Numbers: Roxbury Free Library

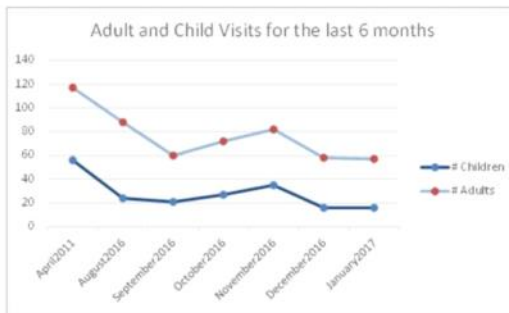
If nothing else, we were consistent in terms of visitation in the last 2 months. The difference between December and January was only 1 visit. The 47 ebooks circulated last month was the highest number for that record since I've been at the RFL.

73 visits

1.20 visitors per hour open

↓ **0.01%**
since December

Summary Statistics of RFL




5,161
items
in the collection


9
reference
questions
answered



47 e-books
borrowed

ILL
2 → RFL → 0

www.roxburyfreelibrary.org
was visited ? times in November 2016



2 Passes checked out
+ 1
Registered new patrons


243 active patrons.
46 Registered users of LUV


13
computer & wireless
uses