

Meeting Minutes

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

Present: Carl Ellis, Colleen Flanagan, Jane Pincus, Andre Souigny, Ryan Zajac (Library Director)

Absent: Angela Bauer

Audience: None

1.0 Call to order

The meeting was called to order at 17:37

2.0 Additions/Postponements of Agenda Items

Resignation of Angela Bauer

3.0 Election of board officers

A motion was made by Carl Ellis and seconded by Colleen Flanagan to nominate Jane Pincus as Chair. Vote: 4 yes, 0 abstentions, 0 no. Approved

A motion was made by Carl Ellis and seconded by Andre Souigny to nominate Colleen Flanagan as Vice Chair. Vote: 4 yes, 0 abstentions, 0 no. Approved

A motion was made by Andre Souigny and seconded by Colleen Flanagan to nominate Carl Ellis as Treasurer. Vote: 4 yes, 0 abstentions, 0 no. Approved

A motion was made by Colleen Flanagan and seconded by Jane Pincus to nominate Andre Souigny as Secretary. Vote: 4 yes, 0 abstentions, 0 no. Approved

3.1 Review and approval of minutes of 2/14/2017 meeting

A motion was made by Jane Pincus and seconded by Andre Souigny to approve the minutes of 4/10/2017. Vote: 4 yes, 0 abstentions, 0 no. Approved

3.2 Review of Treasurer's report

Discussion of Betsy Eckfeldt's Fund, and discussion of displaying a photo of Betsy in the library to commemorate her contributions. \$180 raised at the Town Meeting Raffle. \$490 in individual donations to library. Treasurer will confer with Tammy Legacy regarding the expenditure for Insurance on the February ledger. Treasurer's report was reviewed and accepted.

3.3 Library Director's report

The Director reports that the kitchen center class went well. The Treasurer requested grant information from the Director related to this program. The Director reported on activities, elementary outreach, after school sessions, Poetry Out Loud broadcasts, and Historical Society program scheduled for 5/11/17 with Sue Nevins. The Director reported that no State Librarian has been appointed of late. Library Director's report was reviewed and accepted.

4.0 Additions to agenda

Jane Pincus and the library director shared with the board that Angela Bauer has expressed interest in resigning from her position due to scheduling conflicts as long as a willing individual is able to take her place.

5.0 Audience

None

6.0 Old Business

6.1 None

7.0 New Business

7.1 Policy review: MISS-002-Mission Statement

A motion was made by Jane Pincus and seconded by Carl Ellis to adopt the mission statement. Vote: 4 yes, 0 abstentions, 0 no. Approved

7.2 Policy review: BYLA-003-Board By Laws

Discussion is tabled until the next regular board meeting when the library director will present a revised draft which includes gender neutral pronouns. No action taken.

7.3 Plan Green Up Day book sale

The Community Center is reserved for the book sale. There will be no Friday evening potluck the night before. Arrive at 7am on Green Up Day to set up. Carl has raffle tickets. All items on hand. Book sale will be 9-3.

7.4 Organize library clean up

Brief discussion, this is listed in the calendar BYLA-002.

8.0 Future Meetings

8.1 Set schedule for future regular board meetings

Discussion of Calendar.

A motion was made by Carl Ellis and seconded by Andre Souigny for the Board of Library Trustees to hold their regular meeting on the 2nd Tuesday of each month, at 5:30 P.M., at the Roxbury Free Library. Vote: 4 yes, 0 abstentions, 0 no.

Approved

8.2 Designate official posting places

Discussion: The Board will follow all VT Open Meeting Laws. Meetings posted 48 hours in advance, and special meetings posted 24 hours in advance. The announcement board at the Roxbury Post Office and the announcement board at the Roxbury Town Offices are the official posting places. Will post on the Roxbury Free Library website as well.

8.3 Decide upon holding a board retreat in 2017

Discussion: Planning for the fall of 2017 in hopes to fill vacancy on the board in advance of the retreat. No action taken.

8.4 Review board contact preferences

Board members provided their contact preferences to the Director. No action taken.

9.0 Adjournment

The meeting was adjourned at 19:05

Respectfully Submitted, Andre Souigny (Clerk)