

Meeting Minutes

Roxbury Free Library Board of Trustees' Meeting May 8, 2018 at 17:30

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

Absent: Don Breivogel Williams

Audience: None

1.0 Call to order

The meeting was called to order at 17:40

2.0 Additions/Postponements of Agenda Items

None

3.0 Consent Agenda

A motion was made by Jane Pincus and seconded by Heidi Albright to accept the minutes of 4/10/2018, Treasurer and Library Director's reports. Vote: 3 yes, 0 abstentions, 0 no. Approved

3.1 Review and approval of minutes of 4/10/2018 meeting

3.2 Review of Treasurer's report

The book sale raised \$99 and the basket raffle raised \$185 for the RFL. Carl will compile the tickets for the raffle and ask someone at the country store to pull the winners. None of the financial reports were printed in time for today's meeting.

3.3 Library Director's report

June 7th is the finalized date for the documentary film showing at the Brown Community Room.

4.0 Additions to agenda

None

5.0 Audience

None

6.0 Old Business

6.1 Review and update on facilities projects

Phase III of the ramp work will begin in July 2018. The expected cost is \$2,600. Erik Wardle has expressed interest in the entryway project and will volunteer his time for the work. The design plan will be submitted to the Selectboard for the final approval when it is prepared. No action taken.

6.2 Approve Mission Statement (MISS-002)

A motion was made by Jane Pincus and seconded by Heidi Albright to accept MISS-002 with no changes. Vote: 3 yes, 0 abstentions, 0 no.

Approved

6.3 Discuss By Laws (BYLA-003)

The board discussed Section 8.E of the board's by laws. A motion was made by Carl Ellis and seconded by Jane Pincus to modify section 8.E of the BYLA-003 to indicate a quorum will consist of a simple majority of trustees currently holding office. Vote: 3 yes, 0 abstentions, 0 no.

Approved. The amendment will be posted accordingly.

7.0 New Business

7.1 Discuss RFL board seat vacancy

Colleen's resignation paperwork was filed and the Selectboard has begun the process of announcing the vacancy. Jeanne Beckwith is a possible candidate for the vacant seat and Ryan will reach out to her to confirm. No action taken.

7.2 Discuss Celebration of Support plan for 2018

The board discussed holding the Celebration of Support and the retreat in the fall of 2018 to make scheduling more successful. No action taken.

8.0 Future Meetings

8.1 6/12/2018 next regular board meeting

9.0 Adjournment

A motion was by Carl Ellis and seconded by Jane Pincus to adjourn the meeting. The meeting was adjourned at 18:35

Respectfully Submitted, Heidi Albright (Clerk)

Approved at the 08/14/2018 Meeting.