

# Meeting Minutes

## Roxbury Free Library Board of Trustees' Meeting March 10, 2020 at 17:30

**Present:** Heidi Albright, Ed Carney, Carl Ellis, Jane Pincus, Ryan Zajac  
(Library Director)

**Absent:** Jeanne Beckwith

**Audience:** None

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### 1.0 Call to order

The meeting was called to order at 17:37 by Ryan Zajac

### 2.0 Additions/Postponements of Agenda Items

None

### 3.0 Election of board officers

A motion was made Jane Pincus by and seconded by Carl Ellis to appoint Edward Carney as board chair. Vote: 4 yes, 0 abstentions, 0 no. Approved

The meeting was turned over to the new board chair.

A motion was made Jane Pincus by and seconded by Ed Carney to appoint the same board members to the office they held in 2019 (Heidi Albright - Clerk; Jeanne Beckwith - Vice Chair; Carl Ellis - Treasurer). Vote: 4 yes, 0 abstentions, 0 no. Approved

### 4.0 Consent Agenda

#### 4.1 Review of minutes of 2/25/2020 meeting

The minutes of 2/25/2020 were reviewed and accepted.

#### 4.2 Review of Treasurer's report

Treasurer's report was absent.

### 4.3 Review of Library Director's report

Library Director's report was reviewed and accepted. Some highlights from the report include the RFL's plan to block book a program from the Center for Cartoon Studies in Aug. with the Brown Public Library. The Library Director shared suggestions for how the RFL's realia catalog may grow to serve senior citizens more. At the suggestion of the board, staff will bring a list of items to procure to the board in the future. The board discussed at length the RFL's place in the community if any COVID-19 outbreak were to impact the community. The library director shared the steps they have taken so far to serve and protect patrons (Information available in the RFL and on the website. Sanitizing the common spaces in the RFL on a schedule). Concerns about homebound community members were raised and the board discussed ways to volunteer or help Steve Twombly and Tina Young in their emergency preparedness roles in Roxbury.

A motion was made by Jane Pincus and seconded by Heidi Albright to accept the consent agenda which include the: minutes of 02/25/2020, and Library Director's report. Vote: 4 yes, 0 abstentions, 0 no.

Approved

### 5.0 Additions to agenda

None

### 6.0 Audience

None

### 7.0 Old Business

#### 7.1 None

### 8.0 New Business

#### 8.1 Review of MISS-002 – Mission Statement

A motion was made by Jane Pincus and seconded by Carl Ellis to approve the Mission Statement (MISS-002) with the discussed language updates. Vote: 4 yes, 0 abstentions, 0 no. Approved

Mission Statement language as updated: "Our mission is to develop and nourish the spirit and imagination of all individuals in our community to enrich their knowledge and understanding. We will provide free access to library services, programs, resources, and

information. Our vision is to keep our library relevant in a complex world.”

**9.0** Future Meetings

**9.1** 4/14/2020 next regular board meeting

**10.0** Adjournment

A motion was made by and seconded by to adjourn the meeting. Vote: 4 yes, 0 abstentions, 0 no. Approved The meeting was adjourned at 18:37

Respectfully Submitted, Heidi Albright (Clerk)