

Meeting Minutes

Roxbury Free Library
Board of Trustees' Meeting
April 13, 2021 at 17:30

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The chairperson will open the Audience Public Comment period per the agenda below. Unmute yourself, state your full name, and then proceed to state your comment. *Please note the meeting will operate as normal, holding Public Comment to the period indicated in the agenda below and as established by the chairperson.

After the Audience comment period has ended you may continue to remain in the call for the duration of the meeting - please mute yourself.

Roxbury Free Library Mission Statement: *Our mission is to develop and nourish the spirit and imagination of all individuals in our community and 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.*

Approved at the 05/11/2021 Meeting.

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Board of Trustees' Meeting
April 13, 2021 at 17:30

Present: Heidi Albright (Clerk), Jeanne Beckwith (Vice Chair), Ed Carney (Chair), Carl Ellis (Treasurer), Jane Pincus, Ryan Zajac (Library Director)

Absent: None

Audience: None

1.0 17:30 Call to order

The meeting was called to order at 17:36

2.0 17:31 Additions/Postponements of Agenda Items

None

3.0 17:33 Consent Agenda

3.1 Review of minutes of 03/09/2021 meeting

The minutes of 03/09/2021 were reviewed. A motion was made by Jeanne Beckwith and seconded by Carl Ellis to accept the draft minutes of 03/09/2021. Vote: 5 yes, 0 abstentions, 0 no. Approved

3.2 Review of Treasurer's report

The treasurer shared the monthly financial reports with the board with special attention paid to the maintenance and capital improvement funds. Treasurer's report was reviewed and accepted.

3.3 Review of Library Director's report

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The Library director gave a brief summary of the work being initiated to implement the telecommunications grant awarded to the RFL. Library Director's report was reviewed and accepted. A motion was made by Jane Pincus and seconded by Heidi Albright to accept the consent agenda which include the: minutes of 03/09/2021, Treasurer's report, and Library Director's report. Vote: 5 yes, 0 abstentions, 0 no. Approved

4.0 17:40 Additions to agenda

None

5.0 17:45 Audience

None

6.0 Old Business

6.1 None

7.0 New Business

7.1 17:50 Plan RFL advocacy efforts

The board discussed the budget vote in March 2021. Ed Carney shared that he acquired the voter roll from the Town Clerk if the board would like to begin any outreach advocacy efforts. The board discussed in general ways to connect with the larger community. Topics that emerged were doing regular postcard mailings, a survey, creating a long-term RFL advocacy plan, using the Town's website more, etc... The topics of advocacy and outreach will be the focus of the boards retreat in 2021. No action taken.

7.2 18:15 Discuss RFL West entrance repairs

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The Library director provided a summary of the Insurance Company's concern about the crack on the top side of the platform. Dave McShane, with the Selectboard, informed Ryan they are in fact hoping to have the repairs made. The board discussed replacing the stair unit with an identical unit (~\$900). Ryan shared that staff have considered in the past a small porch with built in benches. The board discussed the challenges of finding contractors, getting estimates, and exploring other ideas that may emerge about the repair. The board will need a tentative deadline and financial input estimate to make any decisions on how to pursue the repair. No action taken.

8.0 Future Meetings

8.1 05/10/2021 next regular board meeting

9.0 18:30 Adjournment

A motion was made by Heidi Albright and seconded by Jeanne Beckwith to adjourn the meeting. Vote: 5 yes, 0 abstentions, 0 no. Approved. The meeting was adjourned at 18:32

Respectfully Submitted, Heidi Albright (Clerk)

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