

Meeting Minutes
Roxbury Free Library
Board of Trustees' Meeting
June 9, 2020 at 17:30

*Vermont is currently under a State of Emergency and Governor Scott has instituted a Stay at Home order. The public is invited to participate in this board meeting from their homes. Should the public wish to participate in Public Comment, please do the following:

Familiarize yourself with the Free Conference Call Platform via a phone.

Join the Conference Call: 1-978-990-5290

Meeting Access Code: 7351812

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 conference call for the duration of the meeting - please mute yourself.

Present: Jeanne Beckwith (Vice Chair), Ed Carney (Chair), Carl Ellis (Treasurer) arrived at 17:53, Jane Pincus, Ryan Zajac (Library Director)

Absent: Heid Albright (Clerk)

Audience: None

1.0 Call to order

The meeting was called to order at 17:37

2.0 Additions/Postponements of Agenda Items

None

3.0 Consent Agenda

3.1 Review of draft minutes of 5/12/2020 meeting

The minutes of were reviewed and accepted.

3.2 Review of Treasurer's report

The treasurer shared his report from the May statements. Some discussion ensued about drawing the raffle winners around Labor Day

and advertising that tickets were still available for purchase. Treasurer's report was reviewed and accepted.

3.3 Review of Library Director's report

The Library Director shared the general flow of the RFL during May and summarized some of the discussions library directors have been having about opening to the public in the future. Library Director's report was reviewed and accepted.

A motion was made by Jeanne Beckwith and seconded by Jane Pincus to accept the consent agenda which include the: minutes of 5/12/2020, Treasurer's report, and Library Director's report. Vote: 4 yes, 0 abstentions, 0 no. Approved

4.0 Additions to agenda

None

5.0 Audience

None

6.0 Old Business

6.1 COVID-19 - RFL Review and discussion on decisions related to reopening the building to the public.

The board discussed outstanding questions and options available to the RFL for future operations in light of the COVID-19 pandemic. Board members worked through the COVID-19 Response Plan the RFL staff has prepared and been updating. Factors such as liability, occupancy limits, disinfection practices, and other variables were debated. A motion was made by Carl Ellis and seconded by Jane Pincus to direct the Library Director to prepare a detailed plan of implementing Model III at the RFL (hybrid model of walk-in and scheduled block times of service for patrons). The board will tentatively plan to meet on June 23rd at 3:30 to make final decisions on specifics of the proposed plan and opening the facility to public use. Vote: 4 yes, 0 abstentions, 0 no. Approved.

7.0 New Business

7.1 None

8.0 Future Meetings

8.1 7/14/2020 next regular board meeting

9.0 Adjournment

A motion was made by Carl Ellis and seconded by Jane Pincus to adjourn the meeting. Vote: 4 yes, 0 abstentions, 0 no. Approved, the meeting was adjourned at 19:21

Respectfully Submitted, Ryan Zajac (acting clerk)

A recording of this meeting can be found at (<https://fccdl.in/3dyphiaW30>)