

Agenda_Packet_04-13-2021

Agenda

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

**Vermont is currently under a State of Emergency. The public is invited to participate in and view this board meeting from their homes. Should the public wish to participate in Public Comment, please do the following:

Familiarize yourself with the Zoom Platform.

Join Zoom Meeting: <https://us02web.zoom.us/j/5980212288>

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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.

Agenda

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

- 1.0 17:30 Call to order
- 2.0 17:31 Additions/Postponements of Agenda Items
- 3.0 17:33 Consent Agenda
 - 3.1 Review of minutes of 03/09/2021 meeting
 - 3.2 Review of Treasurer's report
 - 3.3 Review of Library Director's report
- 4.0 17:40 Additions to agenda
- 5.0 17:45 Audience
- 6.0 Old Business
 - 6.1 None
- 7.0 New Business
 - 7.1 17:50 Plan RFL advocacy efforts
 - 7.2 18:15 Discuss RFL West entrance repairs
- 8.0 Future Meetings
 - 8.1 05/10/2021 next regular board meeting
- 9.0 18:30 Adjournment

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Meeting Minutes

Roxbury Free Library
Board of Trustees' Meeting
March 9, 2021 at 17:30

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

Absent: Heidi Albright (Clerk),

Audience: None

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**To be approved at the next regular board meeting*

Approved at the 00/00/202x Meeting.

Meeting Minutes

Roxbury Free Library Board of Trustees' Meeting March 9, 2021 at 17:30

1.0 17:30 Call to order

The meeting was called to order at 17:31

2.0 17:31 Additions/Postponements of Agenda Items

None

2.1 17:33 Reorganization of board and appointments to board offices.

The board discussed the board offices and felt that since the board composition is identical to last year that maintaining the existing roster of members and offices makes sense. Seeing no objections raised in the discussion the appointments carried.

Board officers include: Heidi Albright (Clerk), Jeanne Beckwith (Vice Chair), Ed Carney (Chair), Carl Ellis (Treasurer), Jane Pincus (no office).

3.0 17:37 Consent Agenda

3.1 Review of minutes of 02/09/2021 meeting

The minutes of 02/09/2021 were reviewed and accepted.

3.2 Review of Treasurer's report

The board treasurer provided a brief update. Treasurer's report was reviewed and accepted.

3.3 Review of Library Director's report

The Library Director provided a brief summary of the monthly report. Jane inquired into the possibility of hosting a program related to race. Library Director's report was reviewed and accepted.

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**To be approved at the next regular board meeting
Approved at the 00/00/202x Meeting.*

Meeting Minutes

Roxbury Free Library Board of Trustees' Meeting March 9, 2021 at 17:30

A motion was made by Jeanne Beckwith and seconded by Jane Pincus to accept the consent agenda which include the: minutes of 02/09/2021, Treasurer's report, and Library Director's report. Vote: 4 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 Review Town Meeting election results

The board discussed the results and turnout for the RFL's first budget vote by Australian Ballot. The board discussed general ways to connect with the broader community that may not be currently using the RFL. The topic has been addressed in the past and will be work for the board in the future also. No action taken.

7.0 New Business

7.1 17:50 Review MISS-002-Mission Statement

The board discussed the existing Mission Statement for the RFL. Jane Pincus suggested rewording one sentence. A motion was made by Carl Ellis and seconded by Jeanne Beckwith to adopt the RFL Mission Statement with the inclusion of "and" after the word "community". Vote: 4 yes, 0 abstentions, 0 no. Approved

8.0 Future Meetings

8.1 04/13/2021 next regular board meeting

9.0 18:30 Adjournment

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Meeting Minutes

Roxbury Free Library
Board of Trustees' Meeting
March 9, 2021 at 17:30

A motion was made by Carl Ellis and seconded by Jeanne Beckwith to adjourn.
Vote: 4 yes, 0 abstentions, 0 no. Approved

Respectfully Submitted, Ryan Zajac (Acting Clerk)

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Trustee Meeting held - April 13th 2021

Library Operations Report

Upcoming Events and Meetings

- RVS classroom visits, ongoing through spring
- 04/20 Arbor and Earth Day activity kit distributions
- 05/15 Poetry reading with Partridge Boswell

March Outreach

- In March the RFL hosted 3 programs (RVS classroom visit, Master Gardener Program and Elected Officials Open House) and meeting space for 0 events. Attendance for these events included 22 adults and 9 children.
- Back in Feb. and Mar. we set up a "story skate" at the community ice rink. The story was Root People and circled the exterior of the rink.

Miscellaneous

- The RFL was awarded a \$1,500 grant from the VT COVID-19 Response Fund of the Vermont Community Foundation to support connectivity in the community.
- RFL COVID-19 Review
 - In the first week of April 53% of VT public libraries are still closed to the public.
 - We are anticipating some potential changes with quarantine procedures for returned materials based on updated guidance of virus transmission.
 - Our public access framework is likely to remain the same. The Governor's reopening plan doesn't alter too much what we have in place at the current time, but we are watching all the developments.

RFL Service description

- RFL Program attendee in winter 2021: "Oh thank you very much, I am really looking forward to it. Thank you for bringing a bright spot to the dark pandemic months."

Volunteers providing service in the last month

Michael, Luke, and Devin Fuller

March by the numbers Roxbury Free Library

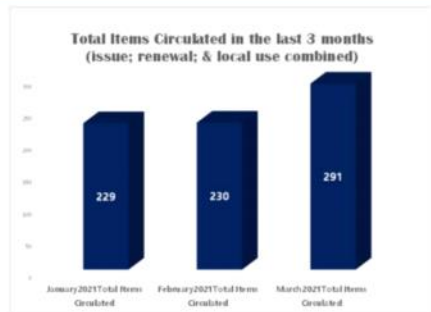
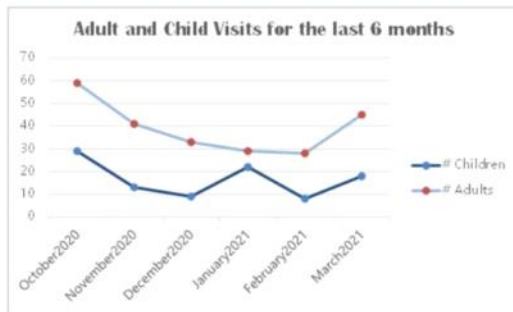
Well the inconsistent visitation trends of the pandemic continue. One thing that has been consistent for a while now is the low public use of RFL computers. We still print, scan, fax, assist with computers etc...., but since the pandemic hit, we rarely have patrons in need of a public access machine.

63 visits




0.72 visitors per hour open


↑ 75%
since February

Summary Statistics of RFL



 7,943 items in the collection	 16 reference questions answered	 67 e-content accessed www.roxburyfreelibrary.org was visited ~451 times in March 2021	ILL 4 → RFL → 7
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 	0 Passes checked out + 1 Registered new patrons
	354 active patrons. 94 Registered users of LUV



0 Computer Users	201 Wi Fi clients
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