

Meeting Minutes

Roxbury Free Library
Board of Trustees' Meeting
January 12, 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:

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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 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.*

Meeting Minutes

Roxbury Free Library Board of Trustees' Meeting January 12, 2021 at 17:30

Present: Heidi Albright (Clerk), Jeanne Beckwith (Vice Chair), Ed Carney (Chair) arrived at 17:56, 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 17:48 by Vice Chair Jeanne Beckwith

2.0 17:31 Additions/Postponements of Agenda Items

None

3.0 17:35 Consent Agenda

3.1 Review of minutes of 12/08/2020 meeting

The minutes of 12/08/2020 were reviewed and accepted.

3.2 Review of Treasurer's report

Treasurer's report was reviewed and accepted. The treasurer shared the detailed financial report from the first 6 months of FY21. Expenditures and revenues are in alignment to finish the second half of the fiscal year in a good position.

3.3 Review of Library Director's report

Library Director's report was reviewed and accepted. The library director shared some of the new services and digital updates that have been performed in the last month at the RFL.

A motion was made by Jeanne Beckwith and seconded by Jane Pincus to accept the consent agenda which include the: minutes of 12/08/2020, Treasurer's report, and Library Director's report. Vote: 5 yes, 0 abstentions, 0 no. Approved

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4.0 17:40 Additions to agenda

None

5.0 17:45 Audience

None

6.0 Old Business

6.1 Final review and approval of FY22 draft budget

The board discussed previous budgets, potential future pandemic expenses, and the proposed FY22 budget. A motion was made by Heidi Albright and seconded by Jeanne Beckwith to move forward with the proposed FY22 RFL operating budget supported with \$31,750 in town appropriations. Vote: 5 yes, 0 abstentions, 0 no. Approved

7.0 New Business

7.1 17:50 Discuss and plan to submit all materials for Town Meeting 2021 (financial and library reports, petitions for election, and articles for warning)

Carl Ellis' seat is the only with an expiring term this year. He will submit his petition to be on the ballot for the seat again. The board discussed the language to be included in the article for vote. A motion was made by Ed Carney and seconded by Heidi Albright to approve submitting an article to be warned and voted on at Town Meeting 2021 requesting \$31,750 in town appropriations be allocated to run the RFL for FY22. With the exception of the dollar amount, the article will be verbatim to what was warned in 2020. Vote: 5 yes, 0 abstentions, 0 no. Approved

8.0 Future Meetings

8.1 02/09/2021 next regular board meeting

9.0 18:30 Adjournment

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A motion was made by Carl Ellis and seconded by Jane Pincus to adjourn the meeting. Vote: 5 yes, 0 abstentions, 0 no. Approved. The meeting was adjourned at 18:36

Respectfully Submitted, Heidi Albright (Clerk)

DRAFT

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