

Meeting Minutes

Roxbury Free Library
Board of Trustees' Meeting
December 08, 2020 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 conference call for the duration of the meeting - please mute yourself.

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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.*

Approved at the 01/12/2021 Meeting.

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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 Call to order

The meeting was called to order at 17:36

2.0 Additions/Postponements of Agenda Items

None

3.0 Consent Agenda

3.1 Review of minutes of 11/17/2020 meeting

The minutes of were reviewed and accepted.

3.2 Review of Treasurer's report

Treasurer's report was reviewed and accepted.

3.3 Review of Library Director's report

Library Director's report was reviewed and accepted.

A motion was made by Jane Pincus and seconded by Jeanne Beckwith to accept the consent agenda which include the: minutes of 11/17/2020, Treasurer's report, and Library Director's report. Vote: 5 yes, 0 abstentions, 0 no. Approved

4.0 Additions to agenda

None

5.0 Audience

None

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6.0 Old Business

6.1 Update on annual appeal letter (if any)

The board discussed the unveiling of the appeal letter and responses to date (5 responses totaling \$375 in the first week after mailing). No action taken.

6.2 Second review and discussion of FY22 draft budget

The board discussed the draft FY22 budget prepared by the board treasurer. Questions were raised regarding projected expenses. No substantial suggestions or revisions were made. No action taken.

7.0 New Business

7.1 Coordinate RVS Christmas gifts

The board discussed the list of items requested by two local families. Board members will acquire and deliver items to the RFL for a delivery on 12/15 or 12/16. No action taken.

8.0 Future Meetings

8.1 01/12/2021 next regular board meeting

9.0 Adjournment

The meeting was adjourned at 18:17

Respectfully Submitted, Heidi Albright (Clerk)

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