

Meeting Minutes

Roxbury Free Library
Board of Trustees' Meeting
September 14, 2021 at 17:30

Present: Heidi Albright (Clerk), Jeanne Beckwith (Vice Chair), Ed Carney (Chair) arrived at 17:52, 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 by vice chair Jeanne Beckwith

2.0 17:31 Additions/Postponements of Agenda Items

None

3.0 17:33 Consent Agenda

3.1 Review of minutes of 08/03/2021 meeting

The minutes of 08/03/2021 were reviewed and accepted.

3.2 Review of Treasurer's report

Donations from August didn't show up in the report yet. Nothing to note otherwise. Capital improvement fund is the same as before. Treasurer's report was reviewed and accepted.

3.3 Review of Library Director's report

RFL application for ARPA grant funds was submitted with not hitches in August. Regarding the board's questions about the budget, our application was more general so specific vendors and products didn't have to be specified in advance. Fluid mask use at the RFL is still working at this point in time. Extended Saturday hours are seeing use. Events proposed and reviewed were Rooted in Vt. for Oct. and tentative Trunk or Treat. Library Director's report was reviewed and accepted. A motion was made by Heidi Albright and seconded by Jane

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 11/09/2021 Meeting.

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Pincus to accept the consent agenda which include the: minutes of 08/03/2021, Treasurer's report, and Library Director's report. Vote: 4 yes, 0 abstentions, 0 no. Approved

4.0 17:40 Additions to agenda

None, except Jane Pincus said she wants to be part of programming.

5.0 17:45 Audience

None

6.0 Old Business

6.1 17:50 Plan agenda for 2021 board retreat

The board discussed desires and options for a board retreat. After discussion, the board plans to hold a retreat on Oct. 17 from 3:00 – 5:00 at the RFL. The retreat will take the place of the regularly scheduled board meeting on Oct. 12. Potential agenda items will include: expanding patrons, brainstorming programs, eating good food, PR promotions, and recruiting younger board-advisory-FOL members. No action taken.

Ed updated the board about the potential repair work being done on the West stairway. Repairs are expected, but the ball is in the Selectboard's court.

7.0 New Business

7.1 18:00 Discuss Library Director evaluation and self-evaluation (executive session)

A motion was made by Ed Carney and seconded by Jane Pincus to enter into executive session with an invitation to the Library Director for the purposes of personnel evaluation. The board entered executive session at 18:09. A motion was made by Ed Carney and seconded by Jane Pincus to exit executive session and return to open session at 18:33. Vote: 5 yes, 0 abstentions, 0 no. Approved
No action taken upon return to open session.

8.0 Future Meetings

8.1 18:45 10/12/2021 next regular board meeting

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9.0 18:50 Adjournment

A motion was made by Ed Carney and seconded by Jeanne Beckwith to adjourn the meeting. The meeting was adjourned at 18:34

Respectfully Submitted, Heidi Albright (Clerk)

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