

Meeting Minutes

Roxbury Free Library
Board of Trustees' Meeting
December 09, 2021 at 17:00

Physical Meeting location: Roxbury Free Library

Virtual Meeting location: Zoom -

<https://us02web.zoom.us/j/5980212288>

Meeting ID: 598 021 2288 or dial in at 1 301 715 8592 US

Present: Heidi Albright (Clerk), Ed Carney (Chair), Carl Ellis (Treasurer), Jane Pincus, Ryan Zajac (Library Director) (all present attended remotely except Ryan Zajac)

Absent: Jeanne Beckwith (Vice Chair)

Audience: None

1.0 17:00 Call to order

The meeting was called to order at 17:03

2.0 17:01 Additions/Postponements of Agenda Items

Carl Ellis requested the Treasurer's report and Appeal letter updates be postponed until the normal January board meeting.

3.0 17:03 Consent Agenda

3.1 Review of minutes of 11/09/2021 meeting

The minutes of 11/09/2021 were reviewed and accepted.

3.2 Review of Treasurer's report

Postponed until the January board meeting.

3.3 Review of Library Director's report

Library Director's report was reviewed and accepted. A motion was made by Heidi Albright and seconded by Jane Pincus to accept the consent

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 01/13/2022 Meeting.

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agenda which include the: minutes of 11/09/2021, and Library Director's report. Vote: 4 yes, 0 abstentions, 0 no. Approved

4.0 17:10 Additions to agenda

None

5.0 17:15 Audience

None

6.0 Old Business

6.1 17:20 Final discussion and approval of FY23 draft budget

Carl Ellis shared the final numbers prepared to support the draft operating budget the board has discussed. The final draft budget configuration includes requesting a little more in town appropriations and contributing a little less of FOL funds into the operating budget with a resulting 3% overall increase to the budget. A motion was made by Carl Ellis and seconded by Heidi Albright to put before the voters a request to allocate \$32,550 to support the operations of the RFL. Vote: 4 yes, 0 abstentions, 0 no. Approved

6.2 17:50 2021 Annual Appeal Letter response update

Postponed until the January board meeting.

6.3 17:55 2021 holiday gift giving

The board discussed the list of items some local families were requesting help with. Jane and Ed volunteered to procure the requested bedding and the others will fill in gifts as they see fit based on the preferences that were shared with the board. No action taken.

7.0 New Business

7.1 18:00 Determine upcoming RFL board meeting schedule

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

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The board discussed their availability and schedules. A motion was made by Jane Pincus and seconded by Carl Ellis to move the RFL board's normal meeting time to the 2nd Thur. of each month at 17:00 until Town Meeting 2023. Vote: 4 yes, 0 abstentions, 0 no. Approved

8.0 Future Meetings

8.1 18:25 01/13/2022 next regular board meeting

9.0 18:30 Adjournment

The meeting was adjourned at 17:31

Respectfully Submitted, Heidi Albright (Clerk)

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

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