

Agenda_Packet_01-13-2022

Agenda

Roxbury Free Library
Board of Trustees' Meeting
January 13, 2022 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

- 1.0 17:00 Call to order
- 2.0 17:01 Additions/Postponements of Agenda Items
- 3.0 17:03 Consent Agenda
 - 3.1 Review of minutes of 12/09/2021 meeting
 - 3.2 Review of Treasurer's Dec. and Jan. reports
 - 3.3 Review of Library Director's report
- 4.0 17:10 Additions to agenda
- 5.0 17:15 Audience
- 6.0 Old Business
 - 6.1 17:20 None
- 7.0 New Business
 - 7.1 18:00 Upcoming 2022 RFL board seat elections
 - 7.2 18:10 Review of COLL-002 Collection Development Policy in light of recent censorship trends
- 8.0 Future Meetings
 - 8.1 18:25 02/10/2022 next regular board meeting
03/01/2022 Town Meeting
- 9.0 18:30 Adjournment

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
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

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Meeting Minutes

Roxbury Free Library Board of Trustees' Meeting December 9, 2021 at 17:00

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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Meeting Minutes

Roxbury Free Library Board of Trustees' Meeting December 9, 2021 at 17:00

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*

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.*

December by the numbers Roxbury Free Library

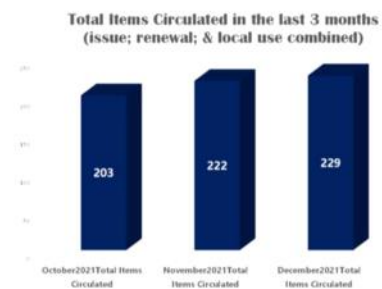
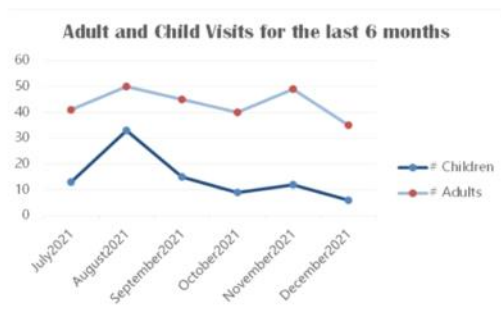
Would you look at that, even in a pandemic December continues to be the slowest month at the RFL for visitation. Our circulation has continued to hold steady despite the decline in visitation.

41 visits

0.60 visitors per hour open

↓ **33%**
since November

Summary Statistics of RFL




8,125
items
in the collection

?
6
reference
questions
answered



30 e-content
accessed

ILL
2 → RFL → 2

www.roxburyfreelibrary.org
was visited ~152 times in December 2021



1 Passes checked out

+ 2

Registered new patrons



377 active patrons.
100 Registered users of LUV



4 Computer Users
222 Wi Fi clients

Library Operations Report

Upcoming Events and Meetings

- Rick Agran program in January (CLiF)?
- Story Skate is expected to be up by the 15th of Jan.

December Outreach

- In December the RFL hosted 2 programs and meeting space for 2 events. Toy Swap and Holiday ornament crafting programs, plus MRPS School Board and Chess Club meeting. Attendance for these events included 20 adults and 3 children.
- The Jan. issue of the Newsy was postponed but we anticipate having an issue out near the end of Jan.

Miscellaneous

- Libraries across the country and in VT. are seeing more books challenged for content critiques. To date, the RFL has not been impacted by that trend. Though in one meeting back in Nov. I, and other so far "unaffected" libraries, were ominously warned that the time will come, be ready! I included at the end of this report some of the materials and news highlights on this topic for discussion.
- We submitted our VTDOL annual report in Dec. The general synopsis is that things were more quiet in 2021 than previous years. The report had been modified from years past to capture more of the reality in pandemic operations (i.e. curbside delivery statistics).
- In Dec. Ryan attended a meeting hosted by the VTDOL focused on facilitating partnerships between public and school libraries.
- RFL COVID-19 Review
 - Based on recommendations from State of VT, we are again requiring mask usage of all persons entering the RFL effective Dec. 1st. As of Jan. 5th we hadn't seen much movement across public libraries in the state in regards to changing their operations. The Omicron variant surge may push a shift to more curbside delivery options, but I don't see any other potential changes based on how things sounds at this point.

RFL Service description

- Toy Swap participant: "Thank you so much for organizing this, this is just what we needed!"

Volunteers providing service in the last month

Christine Dorman

Vermont Library Association Statement on Critical Race Theory

The Vermont Library Association (VLA) stands firmly against any legislation that restricts or impedes any education on Racism, “Divisive” Concepts, Racial Injustice, Black American History, and Diversity Education in libraries and educational institutions. This includes any books, resources, curriculum, or programming that libraries provide. Furthermore, we believe that it is imperative to call attention to portions of our history that have been previously omitted, misrepresented, distorted or misstated.

VLA is committed to upholding intellectual freedom in all of our libraries: Public Libraries, School Libraries, Special Libraries, and Academic Libraries. People must be able to access information without censorship and without fear that their intellectual inquiries are illegal. It is only through the vigorous upholding of freedoms of speech and inquiry that we can truly be a democratic nation that strives not only to understand its history, but to learn and become better from it.

Libraries and librarians have had a long history of upholding all forms of intellectual freedom. The current attacks and efforts to use legislation to suppress it are alarming, and are reaching unprecedented numbers throughout our country. Critical thinking and civil discourse for all points of view must be protected and encouraged in a democracy. Any attack on these tenets is an affront to the rights of all people and is intended to work against the values of equity, diversity and inclusion for which all libraries strive for.

VLA is committed to supporting our librarians and the communities they serve. We pledge to defend, assist, and stand with our members if and when they are challenged. Furthermore, we pledge to continue to educate our communities on the importance of holding sacred the freedoms that the United States of America was built on, not only as an inalienable right, but as foundational to our democracy and our efforts to be an example of a true, thriving democracy throughout the world.

The Vermont Library Association is in agreement with, and stands firmly with, the American Library Association's Statement on Censorship of Information Addressing Racial Injustice, Black American History, and Diversity Education of August 18, 2021.

The Vermont Library Association is in agreement with, and stands firmly with, the American Library Association's Statement on Book Censorship of November 29, 2021.

Additional resources on Critical Race Theory

- The American Bar Association: [A Lesson on Critical Race Theory](#)
- New York Times: [What is Critical Race Theory?](#)
- ACLU: [State Lawmakers Are Trying to Ban Talk About Race in Schools](#)

The Intellectual Freedom Committee Rapid Response Team

Dear Vermont library worker,

The Intellectual Freedom Committee of the Vermont Library Association would like you to know we've got your back!

We are as concerned as you are about the censorship and challenges of books, particularly school library books, in many other parts of the country. Books which talk about complex social issues such as racism and bigotry, or which simply portray LGBTQ characters and stories, are being aggressively targeted by so-called "family friendly" protestors who are trying to have these books removed from libraries, often through legislative means.

The IFC believes the best defense is a good offense and wants to help libraries in Vermont be prepared for the conversations and challenges which may be coming. Here are three things that libraries can be doing now to prepare.

1. Be ready in advance of challenges or censorship action. Make sure your library has not only a collection development policy to support your library's collection but also a procedure for dealing with people's requests for book removals. This procedure should be available to any staff who may be interacting with the public and should be readily available to a staff member dealing with such an interaction. The American Library Association has created a Selection & Reconsideration Policy Toolkit for Public, School, & Academic Libraries which has good information for creating or amending such a document.
2. Prepare to report challenges or censorship actions. The American Library Association Office of Intellectual Freedom has a challenge reporting form online. They are also reachable at 1-800-545-2433 x4226 or oif@ala.org. Here are some good reasons why reporting attempted censorship is important even if it was ultimately not successful. The VLA IFC would also like to hear about your challenge so we can collect local statistics.
3. Contact the VLA IFC. We have a rapid response team of Vermont library workers who can help you, in the moment, manage situations and people if you're feeling like you could use some help and support. Just email ifc@vermontlibraries.org which forwards to members of the Intellectual Freedom Committee and we can connect you with resources or strategies to help you with whatever you're dealing with.

We're all in this together and forewarned is forearmed. [Our page on the VLA website is here](#) and we're here if you need us.

The VLA IFC

Mark Danko, chair	Lynn Eisenbrary
Laura Fetterolf	Virgil Fuller
Bryn Hoffman	Almy Landauer
Trina Magi	Dena Marger
Amy McMullen	Susan Meyer
Rachel Muse	Jessamyn West

The Freedom to Read Statement

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and

librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of

experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

Trustee Meeting held – January 13th 2022

DIRECTOR'S REPORT

December 2021

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the

application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

A Joint Statement by:

[American Library Association](#)
[Association of American Publishers](#)

Subsequently endorsed by:

[American Booksellers for Free Expression](#)
[The Association of American University Presses](#)
[The Children's Book Council](#)
[Freedom to Read Foundation](#)
[National Association of College Stores](#)
[National Coalition Against Censorship](#)
[National Council of Teachers of English](#)
The Thomas Jefferson Center for the Protection of Free Expression

ID	Title	Frequency	Last Revision
COLL-002	Collection Development Policy	Annually	7/1/2013

Roxbury Free Library

Collection Development Policy

Roxbury Free Library will strive to develop and maintain a well-balanced collection of the best and most useful materials available, in view of the overall needs of the community and within the limits of the yearly budget. It is understood that neither the Library Director nor the Board needs to endorse every idea or presentation contained in the materials that the library makes available.

The Roxbury Free Library supports the principles of intellectual freedom inherent in the First Amendment to the Constitution of the United States and as expressed in the Library Bill of Rights and the Freedom to Read Statement adopted by the American Library Association (see Appendices).

I. While suggestions are welcome, the Library Director shall have final authority and responsibility for selection of all print and non-print materials and placement thereof in the library. No material shall be excluded because of age, sex, race, religion, color, sexual orientation, place or birth, ancestry, physical or mental condition, political views or national origin.

II. Materials considered for the collection are judged by the Library Director on the basis of the following criteria:

Recreational, educational and/or informational value

Authority, effectiveness and timeliness of presentation

Funds and space available

Readability and popular appeal

Condition of the collection

Format

Availability through Inter-library loan (ILL)

III. In selecting materials, the Library Director will consult professional reviews, materials

review sessions, and interests of the community.

IV. The Library may receive materials or funds as gift donations, with the understanding

their use is at the complete discretion of the Library Director and/or Board of Trustees.

All donations become the property of the Roxbury Free Library.

V. Weeding will be conducted periodically by the Library Director using the same criteria

as for materials selection. Removal or replacement of materials will be judged with reference to standard library selection guidelines.

VI. Roxbury Free Library offers services such as Inter-library loans (ILL) and Vermont Department of Libraries (VDOL) services such as large print and talking books.

VII. All patrons, including children, have free access to all library materials and internet without censure (parents are responsible for any restriction of their child's access).

Materials are carefully selected, and will not be removed from the collection because of pressure by groups or individuals expressing disapproval. If a patron objects to a specific book in the collection she or he will be given the opportunity to fill out the "Patron Request for Reconsideration of Materials" form (See Appendix). A reader's complaint will be treated with courtesy, respect and promptness. Materials under consideration will remain in circulation during this process.

Date of adoption _____

Approved by:

Elizabeth Carney _____

Sandra Carrillo _____

Carl Ellis _____

Jane Pincus _____

Donald Breivogel-Williams _____

Roxbury Free Library

Collection Development Policy Appendix:

Request for Reconsideration of Material Form

The trustees of the Roxbury Free Library have established a materials selection policy and a procedure for gathering input about particular items. Completion of this form is part of the procedure. If you wish to request reconsideration of a resource, please return the completed form to the library director.

librarian@roxburyfreelibrary.org | 802.485.6860 | PO Box 95 Roxbury, VT. 05669

Date

Name

Address

City State/Zip

Phone

Email

Do you represent self? ____

Or an organization? ____ Name of Organization: _____

1. Resource on which you are commenting:

___ Book (e-book)

___ Movie

___ Magazine

___ Audio Recording

___ Digital Resource

___ Game

___ Newspaper

___ Other

Title_____

Author/Producer_____

2. What brought this resource to your attention?

3. Have you examined the entire resource? If not, what sections did you review?

4. What concerns you about the resource?

5. Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?

6. What action are you requesting the committee consider?