

Agenda_Packet_02-10-2022

Tuesday, February 8, 2022 4:11 PM

Agenda

Roxbury Free Library
Board of Trustees' Meeting
February 10, 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 01/13/2022 meeting
 - 3.2 Review of Treasurer's Dec. and Jan. reports
 - 3.3 Review of Library Director's report
- 4.0 17:15 Additions to agenda
- 5.0 17:20 Audience
- 6.0 Old Business
 - 6.1 None
- 7.0 New Business
 - 7.1 17:25 Plan for exterior bench procurement
 - 7.2 17:40 Town Meeting preparations, if any.
 - 7.3 17:45 Upcoming 2022 fundraising strategies and priorities
 - 7.4 18:00 General discussion about 2022 service priorities
- 8.0 Future Meetings
 - 8.1 18:15 03/01/2022 Town Meeting
03/10/2022 next regular board meeting
- 9.0 18:16 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
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

Present: Heidi Albright (Clerk), Jeanne Beckwith (Vice Chair), Ed Carney (Chair), Carl Ellis (Treasurer) arrived at 17:39, Jane Pincus, Ryan Zajac (Library Director)

Absent: None

Audience: None

1.0 17:00 Call to order

The meeting was called to order at 17:31

2.0 17:01 Additions/Postponements of Agenda Items

None

3.0 17:03 Consent Agenda

3.1 Review of minutes of 12/09/2021 meeting

The minutes of 12/09/2021 were reviewed and accepted.

3.2 Review of Treasurer's Dec. and Jan. reports

Treasurer's report were postponed until the normal February meeting on 2/10/2022.

3.3 Review of Library Director's report

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Meeting Minutes

Roxbury Free Library Board of Trustees' Meeting January 13, 2022 at 17:00

The Library Director shared updates to staffing challenges in the last two weeks at the RFL as the Omicron variant surge has impacted the community. The hope is to maintain normal operating hours, but as the last two weeks have shown, that might not always be possible. Director's report was reviewed and accepted. A motion was made by Jeanne Beckwith and seconded by Jane Pincus to accept the consent agenda which include the: minutes of 12/09/2021, and Library Director's report. Vote: 5 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 None

7.0 New Business

7.1 18:00 Upcoming 2022 RFL board seat elections

The board discussed Jeanne Beckwith's intention to run for her seat which the current term is coming to an end in March 2022. She will circulate the petition and submit the completed petition before the Jan. 24 deadline. No action taken.

7.2 18:10 Review of COLL-002 Collection Development Policy in light of recent censorship trends

The board discussed the provided news and statements regarding censorship trends in 2021. The board discussed the board's policy for collection development. The Library Director shared material challenges that have occurred at the RFL. A motion was made by Heidi Albright and seconded by Jeanne Beckwith to approve the COLL-002 Collection Development Policy. Vote: 5 yes, 0 abstentions, 0 no. Approved

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**To be approved at the next regular board meeting
Approved at the 00/00/202x Meeting.*

Meeting Minutes

Roxbury Free Library Board of Trustees' Meeting January 13, 2022 at 17:00

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

The meeting was adjourned at 17:55

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Trustee Meeting held – February 10th 2022

Library Operations Report

Upcoming Events and Meetings

- State Representative Open House March 9 at 7:00
- CLiF grant programming is being thought through again. January brought disruptions that impacted all the involved parties and the Rick Argan program at RVS was cancelled. Since nothing else was scheduled yet for Feb. we are considering trying to host the remaining 3 programs later in the spring when there is a chance for an outdoor event which would allow for a larger audience. The challenge will be that if more complications arise with presenters we won't have the time to reschedule or find new presenters before summer. We could host virtual events, but I think everyone is hopeful we will be able to pull something off in-person.
- Plans are still tentative, but it looks like the RFL will be in a position to start hosting a recurring story hour program for community youth. It sounds like we will have an interested audience, usually our limiting factor for story hours, to attend regular library visits shortly after RVS PreK or RVS dismissal times. Hopefully in the next few weeks we will be able to initiate an ongoing program.

January Outreach

- In January the RFL hosted 0 programs and meeting space for 0 events.
- Debra Rogler helped organize and prepare the 2022 Story Skate at the community rink and the first story is up now. Assuming the weather holds for good ice we plan to switch the story out in February.
- The Jan. issue of the Newsy was postponed but should hopefully be in mailboxes around the time of the board meeting.

Miscellaneous

- Governor Scott has appointed Catherine Delneo to the state librarian position. Here is the link to an interview with her last month (<https://www.vpr.org/show/vermont-edition/2022-01-26/incoming-vt-state-librarian-on-accessible-libraries-bridging-the-digital-divide-and-ice-swimming>)
- The RFL was closed 3 days in January 2022. One for the New Year's holiday and two for the inability to staff the building. The Omicron surge definitely impacted the RFL in January. We struggled to maintain a consistent schedule and most service offerings were impacted. All staff and volunteers are healthy at this time, but the realities of COVID test delays, quarantines, exposures and other pandemic challenges strained our capacities last month.
- At this time it appears that the RFL will be facilitating the Roxbury Town Meeting Informational Meetings by providing the digital platform for the meetings (Zoom).

Trustee Meeting held – February 10th 2022

- RFL COVID-19 Review
 - We are not modifying any of our current practices related to COVID management. The state is indicating we have moved into the endemic phase of the pandemic and they might be making new recommendations near the end of February. We will monitor any changes and their impacts to RFL operations.

RFL Service description

- RFL patron: “I forget how nice and accessible the RFL collection is. We use the Kellogg Hubbard library some too but you come to the RFL and it’s so nice to find everything yourself and feel comfortable in the space among the books.

Volunteers providing service in the last month

Michael, Luke, and Devin Fuller

Debra Rogler

Boo Smith

January by the numbers Roxbury Free Library

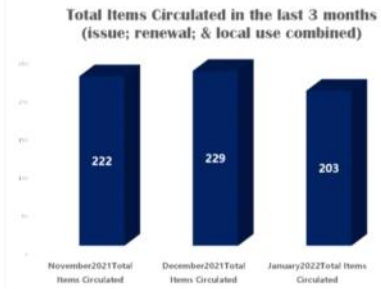
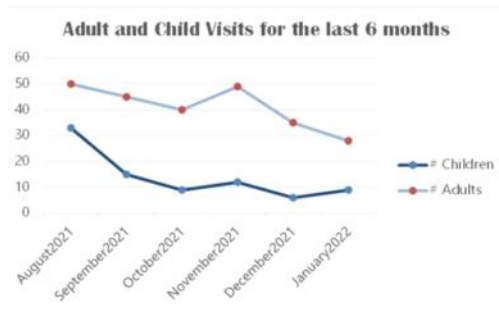
If there was a bright side to January 2022 it was that we made our first home book deliveries in several months (11 books in total). Between unexpected closures and slow visitation rates, the RFL was not a booming place last month. I guess we can look for success by remember our materials were out in the community helping people get through during the challenging month.




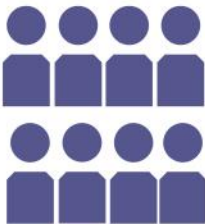

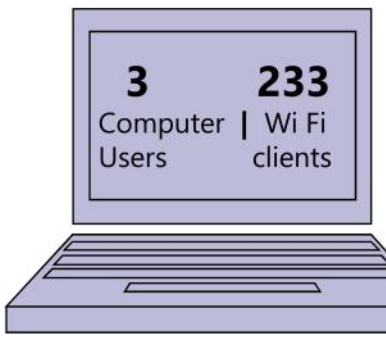
37 visits

0.54 visitors per hour open

↓ 10%
since December

Summary Statistics of RFL



 8,154 items in the collection	 13 reference questions answered	 34 e-content accessed www.roxburyfreelibrary.org was visited ~84 times in January 2022	ILL 2 → RFL → 6		
 377 active patrons.  100 Registered users of LUV	1 Passes checked out + 0 Registered new patrons	 <table border="1" style="margin: 10px auto;"> <tr> <td>3 Computer Users</td> <td>233 Wi Fi clients</td> </tr> </table>		3 Computer Users	233 Wi Fi clients
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