

Agenda

Roxbury Free Library
Board of Trustees' Meeting
March 10, 2022 at 17:00

Physical Meeting location: Roxbury Free Library

- 1.0 17:00 Call to order
 - 17:01 Appoint Board Officers
- 2.0 17:10 Additions/Postponements of Agenda Items
- 3.0 17:11 Consent Agenda
 - 3.1 Review of minutes of 02/10/2022 meeting
 - 3.2 Review of Treasurer's report
 - 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 17:25 Board action decision and action on Edward Jones RFL investment consolidation
- 7.0 New Business
 - 7.1 17:45 Confirm board meeting schedule and agenda posting locations
 - 7.2 17:55 Plan and decision for exterior bench procurement
 - 7.3 18:15 Upcoming 2022 fundraising raffle
 - 7.4 18:25 Upcoming 2022 book sale plans
 - 7.5 18:35 General discussion about 2022 service priorities
- 8.0 Future Meetings
 - 8.1 TBD
- 9.0 19:00 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
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

Present: Heidi Albright (Clerk), Jeanne Beckwith (Vice Chair), Ed Carney (Chair), Carl Ellis (Treasurer) arrived at 17:20, Jane Pincus, Ryan Zajac (Library Director)

Absent: None

Audience: None

1.0 17:00 Call to order

The meeting was called to order at 17:04

2.0 17:01 Additions/Postponements of Agenda Items

None

3.0 17:03 Consent Agenda

3.1 Review of minutes of 01/13/2022 meeting

The minutes of 01/13/2022 were reviewed and accepted.

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

Treasurer's report was reviewed and accepted upon his arrival to the meeting. Treasurer Carl Ellis indicated he will finalize some plans with Edward Jones to better organize and manage the stocks the RFL is in

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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 February 10, 2022 at 17:00

ownership of. He will bring the final paperwork to the board at a future meeting to conclude his work at better organizing and managing the stock shares owned by the RFL.

3.3 Review of Library Director's report

Library Director shared some of the challenges from the pandemic at the RFL in January. 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 01/13/2022, Treasurer's report, and Library Director's report. Vote: 5 yes, 0 abstentions, 0 no. Approved

4.0 17:15 Additions to agenda

None

5.0 17:20 Audience

None

6.0 Old Business

6.1 None

7.0 New Business

7.1 17:25 Plan for exterior bench procurement

The board discussed the exterior bench options the board had pursued in the summer of 2021. Ed will compile the notes he had from the previous summer and bring some final options to the March board meeting to take action on. Heidi offered storage space at her property if it makes sense to make the purchase before spring. No action taken.

7.2 17:40 Town Meeting preparations, if any

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The board discussed what was happening for Town Meeting 2022 in Roxbury. Jeanne Beckwith is on the ballot for her 3 yr. seat. Ed discussed trying to reach out to some of the new community members over the next couple of weeks. Most board members will likely attend the informational meetings on 2/19 and 2/28. No action taken.

7.3 17:45

Upcoming 2022 fundraising strategies and priorities

The board discussed what might be happening in town over the next year or so and how to tie fundraising events into them to support library enrichment. There is interest in trying to organize a raffle fundraiser to start on Green Up Day and conclude on the 4th of July. It sounds like there is interest in trying to host a book sale if there is an event happening in town to coordinate with. No action taken.

7.4 18:00

General discussion about 2022 service priorities

The board discussed in general some things they might like to see prioritized at the RFL this year (Plays, author talks, poetry readings...). A theme of targeted fundraising with a joint social event came up in discussion. Board members will brainstorm ideas to bring to the March 10th meeting. No action taken.

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

A motion was made by Heidi Albright and seconded by Ed Carney to adjourn the meeting. Vote: 5 yes, 0 abstentions, 0 no. Approved The meeting was adjourned at 17:55

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Library Operations Report

Upcoming Events and Meetings

- State Representative Open House March 9 at 7:00

February Outreach

- In January the RFL hosted 0 programs and meeting space for 4 events (MRPS School Board Meeting; Roxbury Selectboard Informational Meetings; and Roxbury Parks and Planning Commission). Attendance in these events included 35 adults and 0 children.
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Miscellaneous

- I was awarded a grant to attend a series of Library Journal virtual workshops over March and April (How to build Antiracist culture, and Building a diverse collection).
- RFL COVID-19 Review
 - At the time of the March board meeting we are requiring mask use by unvaccinated individuals only. We are in a similar operational phase as where we were in the fall of 2021.

RFL Service description

- Though I personally would have preferred the Roxbury masses of an in-person Town Meeting day, the RFL reached beyond its walls and normal constituent base by facilitating the 2022 Virtual Informational Meetings on our Zoom account.

Volunteers providing service in the last month

Michael, Luke, and Devin Fuller

Debra Rogler

February by the numbers Roxbury Free Library

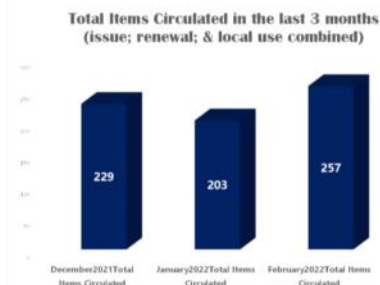
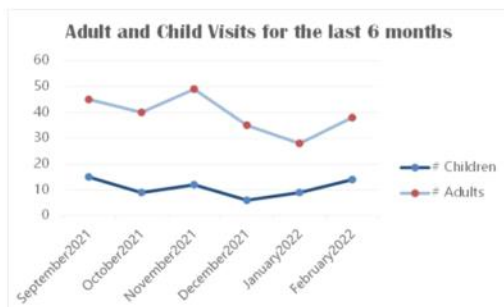
I don't have anything substantial to report from the reported metrics of February 2022.

52 visits

0.71 visitors per hour open

↑ 41%
since January

Summary Statistics of RFL




8,157
items
in the collection

?
11
reference
questions
answered



26 e-content
accessed

ILL
4 → RFL → 3

www.roxburyfreelibrary.org
was visited ~86 times in February 2022



2 Passes checked out

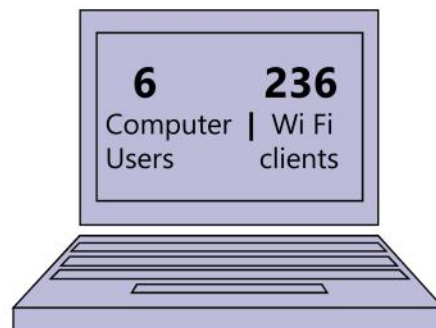
+ 0

Registered new patrons



375 active patrons.

100 Registered users of LUV



6 Computer Users
236 Wi Fi clients



A



B



C



D



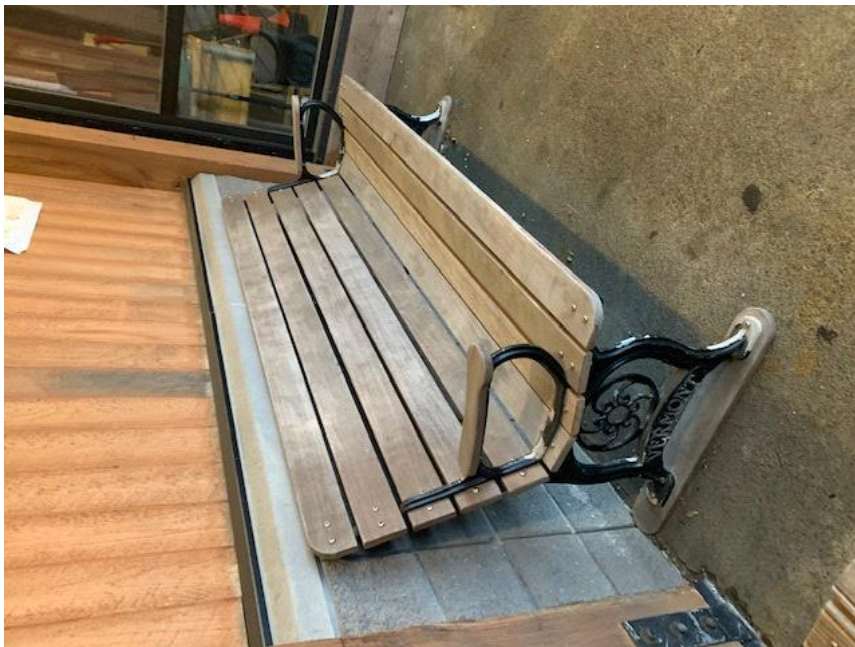
E



F



G



H



I