

# Meeting Minutes

Roxbury Free Library  
Board of Trustees' Meeting  
April 19, 2022 at 17:00

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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 17:16, Jane Pincus, Ryan Zajac (Library Director)

**Absent:** None

**Audience:** None

**1.0** 17:00 Call to order

The meeting was called to order at 17:06

**2.0** 17:01 Additions/Postponements of Agenda Items

None

**3.0** 17:05 Consent Agenda

**3.1** Review of minutes of 03/15/2022 meeting

The minutes of 03/15/2022 were reviewed and accepted.

**3.2** Review of Treasurer's report

Treasurer's report was reviewed and accepted. Ed had a question about the ~\$900 miscellaneous revenue, but no concerns.

**3.3** Review of Library Director's report

The Library Director gave a quick overview of the Phase 2 IMLS ARPA funds that will be available for the RFL to apply for. Library Director's report was reviewed and accepted. A motion was made by Jeanne

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.*

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

*Approved at the 09/01/2022 Meeting.*

# Meeting Minutes

## Roxbury Free Library Board of Trustees' Meeting April 19, 2021 at 17:00

Beckwith and seconded by Jane Pincus to accept the consent agenda which include the: minutes of 03/15/2022, 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 17:25 Upcoming 2022 fundraising raffle

The board discussed plans for a raffle sale. Potential raffle items include a round of golf; an assortment of beef; artwork; maple sampler; and a house cleaning gift certificate. The 2<sup>nd</sup> of May is the deadline for submitting the actual items. Heidi will compile the info for each item and make a flier to accompany the sales plus any other locations where tickets may be sold before the drawing on July 3<sup>rd</sup>. Tickets will go towards individual gifts so the donor will know what they are bidding on. No action taken.

#### Upcoming 2022 book sale plans

The board discussed when to hold any book sales this year. There did not seem to be any reason not to try a sale on both Green Up Day and July 3<sup>rd</sup> assuming some additional help will be involved for both sales. May 6<sup>th</sup> the community center will be staffed for donations between 3:00 – 5:00. The sale will run from 10:00 – 3:00 on May 7<sup>th</sup>. Ed indicated we have approval to store materials and books in the back room on the first floor. The board discussed prices and sale format for the books but did not commit to a price yet. Both the raffle and book sales will be announced through newspapers, social media, FPF, fliers, and social media avenues. No action taken.

### 7.0 New Business

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- 7.1                    None
- 8.0                    Future Meetings
- 8.1                    05/12/2022 Normal RFL board meeting  
                          06/01/2022 VLA Annual Conference
- 9.0 18:00    Adjournment
- The meeting was adjourned at 17:55

Respectfully Submitted, Heidi Albright (Clerk)

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