

Meeting Minutes

Roxbury Free Library
Board of Trustees' Meeting
March 15, 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), Ed Carney (Chair), Carl Ellis (Treasurer), Jane Pincus, Ryan Zajac (Library Director)

Absent: Jeanne Beckwith (Vice Chair),

Audience: None

1.0 17:00 Call to order

The meeting was called to order at 17:11

17:01 Appoint Board Officers

A motion was made by Carl Ellis and seconded by Heidi Albright to maintain the same board officer composition as last year (Ed Carney – Chair; Jeanne Beckwith – Vice Chair; Heidi Albright – Clerk; Carl Ellis - Treasurer). Vote: 4 yes, 0 abstentions, 0 no. Approved

2.0 17:10 Additions/Postponements of Agenda Items

None

3.0 17:11 Consent Agenda

3.1 Review of minutes of 02/10/2022 meeting

The minutes of 02/10/2022 were reviewed and accepted.

3.2 Review of Treasurer's report

Treasurer's report was reviewed and accepted.

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 04/19/2022 Meeting.

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3.3 Review of Library Director's report

Library Director's report was reviewed and accepted. Ryan shared that the 2022 VLA conference was announced for June 1st at VTC in Randolph. There will be a town meeting about sidewalk construction on Mar. 23rd 7:00 which RFL staff will attend to advocate for easy walking access to the RFL. A motion was made by Jane Pincus and seconded by Heidi Albright to accept the consent agenda which include the: minutes of 02/10/2022, Treasurer's report, and Library Director's report. Vote: 4 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 Board action on Edward Jones RFL investment consolidation

Carl shared that there is no time constraint on this paperwork and he does not have all the options sorted out yet. Postponed to a future meeting. No action taken.

7.0 New Business

7.1 17:45 Confirm board meeting schedule and agenda posting locations

The board discussed their upcoming schedules and agreed to continuing to meet each month on the 2nd Thur. at 5:00 for this coming year. No one had any suggestions to change the agenda posting locations for RFL board meetings. We will continue to warn all board meetings on the RFL website, RFL bulletin board, Roxbury USPS bulletin board, and the Town Office bulletin board. In a motion duly made and seconded, the meeting schedule and meeting warning location was approved. Vote: 4 yes, 0 abstentions, 0 no. Approved

7.2 17:55 Plan and decision for exterior bench procurement

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The board discussed vendors and options for an exterior bench at the RFL. Ed will confirm with Anne Roche Outdoor Furniture what options are available in 6' benches under \$1,000. The board will choose from those options at the April meeting. No action taken.

7.3 18:15 Upcoming 2022 fundraising raffle

The board discussed a possible fundraiser raffle this year. Each member will bring a raffle suggestion to the April meeting. The raffle will be unveiled at Green Up Day on May 7 with the winners drawn at the July 3rd community parade/book sale. No action taken.

7.4 18:25 Upcoming 2022 book sale plans

The board discussed hosting a book sale on July 3rd during the community celebration. Book donations will be made the evening before Green Up Day and stored in the first floor of the community center until the July 3rd book sale. We will contact bakers to host a bake sale also on the same day as the book sale. No action taken.

7.5 18:35 General discussion about 2022 service priorities

The board discussed some things happening in 2022. Heidi made a few suggestions for improvements to the RFL website (policies; FPF; and About the RFL). No action taken.

8.0 Future Meetings

8.1 TBD

9.0 19:00 Adjournment

The meeting was adjourned at 18:21

Respectfully Submitted, Heidi Albright (Clerk)

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