

**Meeting Minutes**  
Roxbury Free Library  
Board of Trustees' Meeting  
January 29 2026 at 09:00

Physical Meeting Location: Roxbury Free Library  
Virtual Meeting Location: Zoom  
Meeting link: <https://us02web.zoom.us/j/5980212288>  
Meeting ID: 598 021 2288  
Dial in Phone #: +1 646 931 3860 (US)

**Present:** Heidi Albright (Chair), Jeanne Beckwith (Clerk) remotely, Dottie Guiffre (Vice Chair), Jane Pincus remotely, Ryan Zajac (Library Director)

**Absent:** Carl Ellis (Treasurer)

**Audience:** None

**1.0 09:00 Call to order**

The meeting was called to order at 09:10

**2.0 09:01 Additions/Postponements of Agenda Items**

None

**3.0 09:05 Audience**

None

**4.0 09:10 Additions to Agenda**

None

**5.0 09:11 Old business**

None

**6.0 New Business**

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 00/00/202x Meeting.*

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**6.1 09:12 Setting up individual Trustee emails**

The board discussed the details and process for using email accounts associated with the roxburyfreelibrary.org domain.  
No action taken.

**6.2 09:25 Executive session (personnel)**

A motion was made by Dottie Guiffre and seconded by Jane Pincus to enter into executive session at 09:15 to discuss personnel matters. Vote: 4 yes, 0 abstentions, 0 no. Approved

In a motion duly made and seconded to exit executive session and return to open session at 10:50. Vote: 4 yes, 0 abstentions, 0 no. Approved

No action taken upon return to open session.

**7.0 10:00 Future Meetings**

Next regular board meeting 02/12/2026

**8.0 10:01 Adjournment**

The meeting was adjourned at 10:54

Respectfully Submitted, Jeanne Beckwith (Clerk)

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