

Meeting Minutes
Roxbury Free Library
Board of Trustees' Meeting
February 12 2026 at 09:00

Physical Meeting Location: Roxbury Free Library
Virtual Meeting Location: Zoom
Meeting link:
Meeting ID: 598 021 2288
Dial in Phone #: +1 646 931 3860 (US)

Present: Heidi Albright (Chair), Jeanne Beckwith (zoom) (Clerk), Carl Ellis (Treasurer), Jane Pincus (zoom), Ryan Zajac (Library Director)

Absent: Dottie Guiffre

Audience: None

1.0 09:10 Call to order

The meeting was called to order at 09:10

2.0 09:11 Additions/Postponements of Agenda Items

None

3.0 09:12 Consent Agenda Items

3.1 Review of minutes from 01/08/2026 & 01/29/2026 meetings

The minutes of 01/08/2026 & 01/29/2026 with some time corrections were reviewed and accepted.

3.2 Review of Treasurer's Report

Treasurer's report was reviewed and accepted.

3.3 9:30 Review of Library Director's Report

The project playaway is progressing well. We continue to work on the RFL flooring repairs. It is not an immediate problem but will deteriorate. Funding is there for it, but we are still working out the details about contracting. Library Director's report was reviewed and accepted. A motion was made by Jane Pincus and seconded by Carl Ellis at 9:30 to accept the consent agenda which include the: minutes of 1/08/26 and 1/29/26 , Treasurer's report, and Library Director's report. Vote: 4 yes, 0 abstentions, 0 no. Approved

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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4.0 09:31 Additions to Agenda

None

5.0 09:31 Audience

None

6.0 Old Business

6.1 None

7.0 New Business

7.1 09:33 Plan RFL raffle fundraiser

The board discussed advertising. Jane will make a poster. We discussed what to include as prizes. Carl and Heidi will explore Northfield and Montpelier options. Jeanne will talk to Frazier's. No action taken.

7.2 09:40 Town meeting preparations, if any

The board discussed what we need to do. Carl has submitted what needs to be submitted. No action taken.

7.3 09:43 Executive session (personnel)

A motion was made by Carl Ellis and seconded by Jane Pincus to enter into executive session at 09:43 to discuss personnel matters. Vote: 4 yes, 0 abstentions, 0 no. Approved

A motion was made by and seconded by to exit executive session and return to open session at 10:07. Vote: 4 yes, 0 abstentions, 0 no. Approved No action taken upon return to open session.

8.0 Future Meetings

8.1 10:08 Town Meeting 03/03/2026

Next regular board meeting 03/12/2026

9.0 10:09 Adjournment

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The meeting was adjourned at 10:09

Respectfully Submitted, Jeanne Beckwith (Clerk)

DRAFT

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