

Agenda

Roxbury Free Library

Trustees' Meeting

July 13, 2026 at 04:30pm

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)

- 1.0 04:30 Call to order
- 2.0 04:31 Additions/Postponements to agenda items
- 3.0 04:40 Consent Agenda Items
 - 3.1 Review Minutes from 5/30/26
 - 3.2 Review Treasurer's Report
 - 3.3 Review Library Director's Report
- 4.0 05:00 Additions
- 5.0 05:05 Audience
- 6.0 5:15 Old Business
 - 6.1 Discuss financial planning work
 - 6.2 Discuss Cataloging project at RVS
- 7.0 5:40 New Business
 - 7.1 Call to volunteers: community outreach
 - 7.2 Develop a plan for unsold books
 - 7.3 Meeting Schedule adjustment?
- 8.0 5:55 Future Meetings
 - 8.1 Next Board meeting TBD
- 9.0 6:00 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.*

Agenda
Roxbury Free Library
Trustees' Special Meeting
May 30 2026 at 01:00pm

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, President, Carl Ellis, Treasurer; Jeanne Beckwith, Clerk. Amy Rogers, Library Director.

1.0 01:14 Call to order

2.0 01:14 Additions/Postponements to agenda items: None.

3.0 01:14 Consent Agenda Items

3.1 Review Minutes from 4/9/26

3.2 Review Treasurer's Report: Spending is up due to Ryan's accumulated Time.

3.3 Review Library Director's Report:

Discussed floor project. Great work. Discussed one day doing the rest of the floor and what that might look like. The brochure has been updated. We have quotes for possible printing. Discussed possible source of funds for printing. We will order 250 brochures. We discussed need for gardening program. We will be part of the Reading Win Program this year. We were awarded a Dept. Of Library Grant for \$350. Amy is exploring options. Discussed how to handle "weeding" and cataloguing as we go forward with the collection. Amy brought up looking into Courier services and the possibility of saving postage.

A motion was made by Carl Ellis and seconded by Jeanne Beckwith to accept the consent agenda which include the: minutes of ,Treasurer's report, the Library Director's report. Vote: 3 yes, 0 abstentions, 0 no. Approved

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7.0 2:34 New Business

7.1 Discuss photo use issue and possible response

We were approached by an organization trying to extort money. They found a picture on our website, and have threatened to sue us. We have taken down the image. We will wait and see, and from now on will only use images that we have generated ourselves.

7.2 Plan July 4th: Book and Bake Sales. Carl will be away. The rest of us will help run the book sale. Discussed including any "weeded" books from the regular collection. Jane always coordinated calling for donations for the bake sale. There may not be any kind of community "dinner." If there is a bake sale, Jeanne will sit with Jane. Carl will help with set up on Thursday, July 2. We will be planning when the raffle drawing will take place. More will be determined at the June Board meeting.

8.0 2:59 Future Meetings

8.1 Next Board meeting Monday, June 15 at 5 p.m. July's meeting will be the 13th at 5 p.m.

9.0 03:06 Adjournment

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Library Operations Report

Upcoming Events and Meetings

- Coffeehouse July 18th (Amy Barrett Hosting)
-

May/June Outreach

- Sent out May and June Electronic Monthly Newsletters
- Newsy has been printed and mailed (not sure if people received it yet :())
- Nate stopped by and walked around the building with me.
 - There was some accumulating greenery that needed to be removed from the back of the building, under the kitchen window.
 - There is some water damage on the wall behind the file cabinet that will need to be fixed. There seems to be an internal leak on the inside wall.
- RFL brochure is updated. Printing costs seem high. Amy is still looking for a new, reasonable printer.
- Facebook account is now attached to the library. We can now post to it!
- The library held a successful Summer Reading Kick-Off on June 20th. There are bingo cards for kids and adults, along with the Read & Win program to win tickets to the Champlain Valley Fair. There are also summer reading displays for both kids and adults.
- We have been awarded a 2026 Summer Programming Grant of \$350 from the Vermont Department of Libraries. I've been reading through the paperwork to see what it covers. It does cover a 3D printer.
- We did a weeding project and removed 2 bins of books, adults and kids. They were added to the book sale.
- The July 4th book, bake and raffle fundraisers were successful! (~ \$1,200 was raised)
- We have contacted 5 book artists to see if they would provide an upcycling course. None of the contacts has panned out. Amy is still looking.
- May programs
 - Green Up Day book sale
 - 5/23 Coffeehouse Hour -12
 - Ryan's brunch 5/30
- June programs (Pride Month/Summer Reading Display)
 - Summer Reading Kick-Off – 8
 - 6/27 Coffeehouse – 8
- July programs
 - 7/4 Book Sale/Bake Sale/Raffle - LOTS
- August programs
 - Not Date for Coffeehouse?

May by the numbers Roxbury Free Library

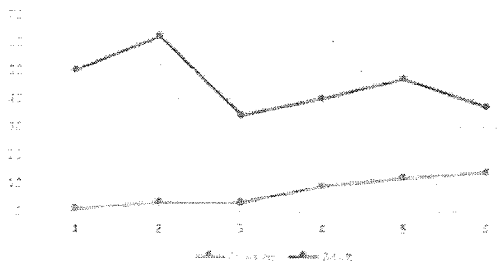
51 visits

0.76 visitors per hour open

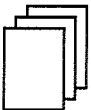
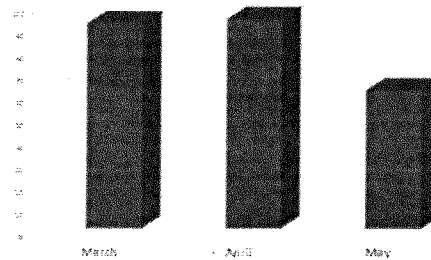
↓ 1%
Since April

Summary Statistics of RFL

Adult and Child Visits for the last 6 months



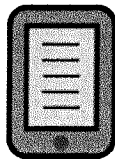
Total Items Circulated in the last 3 months (loan; renewal; & hold-use combined)



9,987 items
in the collection

?
7

reference
questions
answered



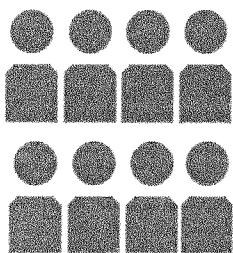
25

e-content accessed

ILL

10 → RFL → 5

www.roxburyfreelibrary.org
was visited 599 times in May



0

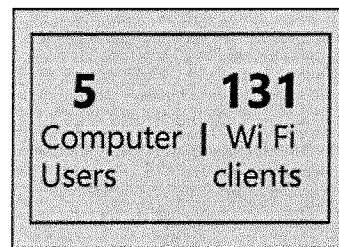
Passes checked out

+ 0

Registered new patrons

352 active patrons

40 Registered users of LUV



5

Computer
Users

131

Wi Fi
clients

June by the numbers Roxbury Free Library

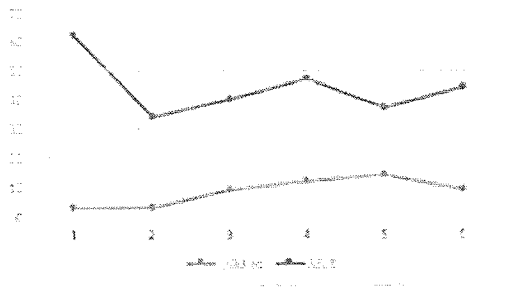
53 visits

0.79 visitors per hour open

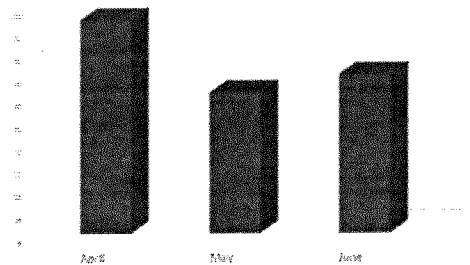
↑ 1%
since May

Summary Statistics of **RFL**

Adult and Child Visits for the last 6 months



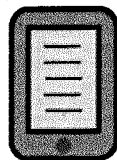
Total Items Circulated in the last 3 months (issue/renewal)
local use (combined)



9,952 items
in the collection

?
8

reference
questions
answered



46

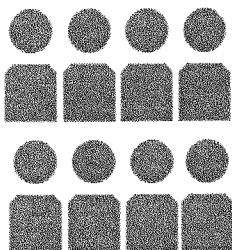
e-content accessed

ILL

15 → RFL → 13

www.roxburyfreelibrary.org

was visited 625 times in June



1

Pass checked out

+ 3

Registered new patrons

355

active patrons

42

Registered users of LUV

2

Computer
Users

135

Wi Fi
clients

