Agenda
Roxbury Free Library
Trustees' Meeting
Oct 5, 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 04:46 Call to order

Present: Heidi Albright (Chair), Jeanne Beckwith (Clerk), Carl Ellis (Treasurer), Amy Rogers, (Director)

2.0 04:47 Additions/Postponements to agenda items

None.

3.0 04:48 Consent Agenda Items

3.1 Review Minutes from 9/14/26

3.2 Review Treasurer's Report
The report is that there is no Report was left out for Carl.
We cannot review. Save for
Next meeting.

3.3 Review Library Director's Report: We had increased numbers in August. Six new patrons signed up. September was a little slower, but still good. Upcoming events include coffee house, game night, and book night are good. We're still working on working in more children's programming. We have a new Vendor which is saving us money. Amy is working on Trunk or Treat. We need to work out prizes and logistics. Roots will be helping. There are rumors of a food truck. Amy will line up judges. Still working on the books in storage: which to save, which to sell. We need boxes. Clare may have some. We'll keep on it. Amy will be posting the A.I. Policy. Invitations to the Celebration of support will be going out. We discussed what to bring.

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Amy told us that the Bridge Newspaper is doing an article on affordability and would like to involve the library. We will assess our involvement. We'll know about it in November.

A motion was made by Carl Ellis and seconded by Jeanne Beckwithto accept the consent agenda which includes the: Minutes, Treasurer's report, and Library Director's report. Vote: 3 yes, 0 abstentions, 0 no. Approved

4.0 05:35 Additions: None

5.0 05:35 Audience: None

6.0 5:36 Old Business

6.1 Update on investment options for facilities grant: Carl is waiting for responses.

6.2 Discussion/progress on exterior Facility repairs: Some questions about insurance payment and what it covered and what might remain. Amy brought up a question about the plumbing that needs attention. She was advised to call Delary's for a consult. There is also a hole in the East wall that we will ask Ryan about. Heidi will follow up on getting work appraisals.

6.3 Event Planning: We discussed the COS 5-7 on October 19, and Trunk or Treat during the director's report.

7.0 5:40 New Business

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7.1 5:41 Regarding the budget discussion: this will be ongoing. We need more information. We need more information about where grant monies were used and what is left. Amy needs to have more information about how grant monies are tracked. Going forward, Amy will create a working system.
As for planning next year's budget, Amy is already estimating what we will need, based on what we spent last year. She is looking at the normal increases that are bound to be necessary. Heidi would like to see actual figures for the last year and look at what Amy is preparing and compare them before coming up with next year's budget. There is agreement that we must make sure future planning is accurate.

7.2 5:50 End of Year appeal planning. This is a letter the trustees write to send out after Thanksgiving to previous supporters. Thank you letters will go out in the new year.

8.0 5:55 Executive session: Personnel; and a legal issue

Carl moved that we move into Executive Session with an invitation for Amy to join us. Jeanne seconded. All agreed. We did.

Heidi moved that we move out of Executive Session.

Carl seconded. All agreed. We did.

Amy reported on an email about printing and postage for The Newsy.

9.0 6:10 Future Meetings

9.1 Next Board meeting TBD: possible dates Nov 16 at 4:30

10.0 6:15 Adjournment

Respectfully Submitted, Jeanne Beckwith (Clerk)

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.*

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