

Meeting Minutes
Roxbury Free Library
Board of Trustees' Meeting
April 13, 2023 at 17:00

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), Dottie Guiffre (Vice Chair), Jane Pincus, Ryan Zajac (Library Director)

Absent: Carl Ellis

Audience: None

- 1.0** 17:00 Call to order
The meeting was called to order at 17:04
- 2.0** 17:01 Additions/Postponements of Agenda Items
None
- 3.0** 17:05 Consent Agenda Items
 - 3.1** Review of minutes of 03/09/2023 meeting
The minutes of 03/09/203 were reviewed and accepted.
 - 3.2** Review of Treasurer's Report
The treasurer was absent, but his previously supplied monthly accounting report was reviewed and accepted.
 - 3.3** Review of Library Director's Report
The Library Director shared the staff's plan to tour the libraries of central VT. for professional development. Green Up Day is the showing for the Ruth Stone film, still no rescheduled date for Curtiss Reed Jr.. Since the report came out, we found out the RFL was awarded a \$300 grant for summer programming. Decisions on organization are the remaining tasks for the website work. Library Director's report was reviewed and accepted. A motion was made by Jane Pincus and seconded by Dottie Guiffre to accept the consent agenda which include the: minutes of 03/09/023, Treasurer's report, and Library Director's report. Vote: 4 yes, 0 abstentions, 0 no. Approved
- 4.0** 17:15 Additions to Agenda
None

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 05/11/2023 Meeting.*

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5.0 17:20 Audience
None

6.0 Old Business

6.1 17:25 Discussion of facilities projects at the
RFL (West stairs and Exterior lighting)

The board discussed the feedback from the Selectboard on the West stair repair. If the candidate plan is to move towards wood or composite decking, then considering changing the stairs into a small porch with built-in benches is something the board sees value in pursuing. Dottie will speak with Jon Guiffre about a rough estimate for the design and Ryan will do the same with any other contractors.

The board discussed the work quote from Harmony Electric to install another exterior light fixture on the NW corner of the RFL. The board still sees the change as beneficial and would like to bring the project and quote to the Selectboard's attention.

The Library Director will send a letter to the Selectboard giving notice about these facility projects. No action taken.

7.0 New Business

7.1 17:35 Discuss Green Up Day Book Sale &
Raffle fundraiser (farmer's market)

The board discussed possible plans for a book sale on Green Up Day. Heidi will organize volunteers. With the movie screening in the afternoon, Ryan will reserve the community center for Sun. in case we need the extra time to get things cleaned up then. Ryan will contact Ed Carney to line up whatever needs to be done to again reserve a table slot at the Northfield Summer Farmer's Market to sell raffle tickets. No action taken.

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7.2 17:45 Discuss BYLA003-By Laws

BYLA003 was up for the annual review this meeting. The board discussed the process required to change the board's By Laws. A motion was made by Heidi Albright and seconded by Dottie Guiffre to globally review and update all pronoun usage in the entire RFL Policy to manual to include "they/them" pronouns. Vote: 4 yes, 0 abstentions, 0 no. Approved. Jane Pincus will take the lead on that editing effort.

8.0 Future Meetings

8.1 18:00 Next regular board meeting 05/11/2023

9.0 18:05 Adjournment

A motion was made by Jane Pincus and seconded by Jeanne Beckwith to adjourn the meeting. Vote: 4 yes, 0 abstentions, 0 no. Approved. The meeting was adjourned at 18:11.

Respectfully Submitted, Jeanne Beckwith (Clerk)

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