

**Richmond Free Library Trustees**  
**Minutes – Monday, April 14th, 2025 6:30-7:30 pm**  
**Location: Library Community Room with Zoom option**

**Present: Matt Crabb, Laurie Dana, Rafael Kennedy, Amy Klinger (via zoom),  
Suzanne Krohn, Amy Wardwell**

**Vote** -- Motion to approve March minutes by Laurie. Seconded Amy W. Unanimous approval.

**Vote** – Motion to approve Warrant #22553 in the amount of \$2,191.61 and Warrant #22571 in the amount of \$3,398.77 by Matt. Seconded by Laurie. Unanimous approval.

**Treasurer's Report**

- We are broadly in line with the projected expenditures: approximately 75% through the year and budget.
- Had to have a gas valve replaced last month. We've not heard that this would not be covered by town center fund and are proceeding under the assumption that it will be covered.
- Matt is collecting painting quotes but progress is slow.

**Library Director's Report**

- Still seeing news regarding funding come from VT Dept. of Libraries.
- Ehrlich did a round of filling rodent gaps. Mostly known vulnerabilities including the steeple and front doors.
- Friends of the Library are having their annual meeting in June, it sounds like there is a transition plan in place for outgoing leadership of the group.
- Last week a group of gardeners led by Lee Diamond did a walk around to look at smaller improvements, including a small teaching garden in a raised bed for children.
- Gather (Vermont reads book) has wrapped up. We are appreciative of Robin for stepping up to lead a discussion of the book. The community art project associated with the book, and launched at Friday Food Affair was well received.
- There were 97 people at the storytelling event.
- TheLibrary's Tax assistance for the season has wrapped, it was enormously overbooked. People were turned away this morning, the AARP added additional sessions, but still wasn't able to meet demand.
- Stephen Kiernan did a well received author reading.
- Melissa will do her first outreach at Sterling House next week.

**Newsletter and Public Statement Next steps**

- The message contained in the public statement has been widely carried, Suzanne reports that people who come into the library are aware of it. We are not currently identifying next steps to be taken but will revisit if needed.

**Town Plan Contribution** (Suzanne, Amy K, Matt)

- A supplemental document contains the town plan edits.
- A new committee has been formed to guide the Town Plan 2026 effort. The trustees working on the Town Plan Contribution will meet with this group to discuss further expansion and edits as their group forms.

**Donation and other policy updates** (Matt, Suzanne, Amy K.)

- Amy K. has been trying to create a single unified PDF document of these policies and has broken them out into individual policy PDFs as well.
- A donation having come up demonstrates that the policy on how donations are handled may not have been aligned with the way donations are actually being handled.
- We are somewhat unclear about how donations work -- when the Friends of the Library is the recipient of donations and when donations flow directly to the RFL.
- Matt posits that the policy should read that all donations made to the library with the exception of the Book Sale be made to the budget line item in the town.
- Laurie has volunteered to draft new language for the donation policy.
- Amy K. highlights the time-sensitivity of the issue with the possibility that people will want to donate as federal funds are cut.

### **Discuss Senior Center Room Rental Fee**

- Suzanne proposes that we move to a \$10/hr rate for Senior Center events and cosponsor events with them more aggressively
- Rafael proposes that we look into developing language that carves out explicit understanding with the Seniors Center, with a process to consider applications for similar relationship with other organizations by comparing how well their organizations interests align with the libraries.
- Suzanne and the team also need a more streamlined process by which the Senior Center can reserve space for individual events with a less cumbersome process, wherein the use of space contract can be signed for a period of time and individual events only require approval and not their own signed contract.

**Next meeting – Monday, May 12 2025 at 6:30 p.m.**

\*Supporting documents attached

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