

Richmond Free Library Trustees
Minutes – Monday, May 11th, 2026 6:30-7:30 pm
Location: Library Community Room

Present: Matt Crabb, Laurie Dana, Rafael Kennedy, Amy Klinger, Suzanne Krohn, Amy Wardwell, Ellen Crary, Dana (Member of Public)

Public Comment

- Dana wanted to inquire about the process by which new books are selected. Suzanne spoke about the process, wherein staff make decisions based on a set of criteria including review materials like Kirkus, local authors, popularity, and work from authors and ongoing series that are already popular, conversations with patrons and direct requests for materials are also considered.

Vote -- Motion to approve April minutes by Ellen Crary. Seconded by Matt Crabb. Unanimous approval..

Vote -- Motion to approve Warrant #22887 in the amount of \$1,862.42 and Warrant #22873 in the amount of \$4,080.75 by Matt Crabb. Seconded by Amy Klinger. Unanimous approval..

Treasurer's Report (Amy Wardwell)

- We took more in in revenue than we budgeted for. We have exceeded the allotted budget for education, but were below our budget on enough other line items that we are still nicely in line.

Librarians Report (Suzanne Krohn)

- The septic backed up in the Library in the downstairs bathroom. Wendy deserves immense praise and appreciation for the work of cleaning the sewage from the bathroom. P&P Septic came out, jetted the pipes, and investigated to learn that the pipes are somewhat infiltrated by roots. They will provide a quote to Josh Arneson to replace the section of clay pipe with roots, or plan every few months to clean the pipes. The consultant is of the belief that every 3 months will be sufficient.
- A sink faucet was replaced downstairs.
- There are a number of interrelated curtain issues. Ellen knows more and can be consulted in an informal capacity.
- May is a quiet month regarding programming, as the staff are gearing up for summer reading activities, but usage of the library has remained high. Wendy is taking the success of February break drop-in times for crafts, and will be doing more of that this summer. The theme for Summer Reading is "Unearth a Story".
- Robin and Suzanne are working on a carefully curated set of 250th anniversary activities in 2 sessions focused on the bill of rights. We are partnering with the historical society, the seniors' center, and other organizations. There will be a discussion about On Tyranny tied into the American Revolution.
- The financials were from around 6 weeks ago, but we remain on track.
- There was a sustainability meeting held due to the discussion held during the April meeting. The decision was that sustainability effort remains a priority for Richmond Free Library, but the specific distribution of resources required to continue progress toward the sustainable libraries initiative certification wasn't justified.

Update on Upcoming Vacancy (Matt Crabb)

- Rafael submitted his resignation. We've had 3 letters of interest submitted. Matt will circulate the letters before

Vote -- Motion to end the meeting by Matt Crabb. Seconded by Amy Wardwell. Unanimous approval..

Next meeting – Monday, June 8th 2026 at 6:30 p.m.

*Supporting documents attached