

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

Present: Matt Crabb, Rafael Kennedy, Amy Klinger, Suzanne Krohn, Amy Wardwell

Vote – Motion to approve September minutes by Amy W. Seconded Amy K. Unanimous approval.

Vote – Motion to approve Warrant #22759 in the amount of \$2,860.63 and Warrant #22746 in the amount of \$1,774.12 by Matt. Seconded by Amy W. Unanimous approval.

Library Director's Report

- Our reserve balance from Connie. It's currently at \$68,949, somewhat higher than we expected. The courier grant for ILL has been approved for the current fiscal year. We're not sure what's happening in the future but reasonable people doubt that it will continue.
- There are three upcoming budget meetings where the selectboard will be seeking feedback and working on the budget. **Wednesday, October 22, Monday, November 10, Monday, December 8, 2025** at 7:00. Additional meetings may be scheduled.
- Wendy received the rotary donation, which is going towards playaways.
- The theme for Friday Food Affair is again "comfort food". This will be for February 6th. We are only moderately confident about this, so further communication may contradict this timing.
- The Friends will begin accepting book donations on the 29th. They're doing similar specific windows. The actual sale will be 5:00 - 8:00. They are not taking DVDs or CDs.
- There's a halloween candy donation ghost for the folks on the busy streets.
- New flooring in the bathrooms is already cracking in some places. Flooring America came on Tuesday and took photos. We haven't heard more since then.
- The selectboard has approved a quote for necessary maintenance to the sprinkler system. We're unsure, but hopeful, that this will not require closing the library.
- Sweeps on doors are to be replaced this month, along with sinks in the library.
- Our computers are too old and can't be upgraded given the end of life of Windows 10. We can choose either to fund these with funds from the reserve or from the computers line, acknowledging that the latter will put us over the line for computers. Amy W to look into possible grants for staff laptops.
- The Tyler Alexander reading went well, ~45 attendees.
- The Senior Center has resumed its programming here. The new agreement seems to be working, and is prompting better information sharing.

Discuss Painting Bids

- We received 2 bids. One was much lower than the other by a wide margin.
- Given that all bids were higher than our budget, we'll need to decide what the priority is with regard to the phasing.
- **Motion** to select the bid from Green Mountain Painters, given its lower cost, the superior specificity of its stated scope of work, and the previous performance of Green Mountain Painters **by Amy W. Seconded Amy K. Unanimous approval.**
- The next steps are to get the painters back into the building to decide on a breakdown for how we schedule each atomic unit of painting, and the price for each. Matt will plan to schedule this.

Discuss Library Budget

- The budget proposal seems relatively straightforward. We anticipate possible confusion around changes to the printing line, and changes to the EV charging line, both of which are somewhat outside of library control.
- **Capital Plan:** We should be planning to add additional money to the capital plan for furniture and cabinetry needs, including folding tables and chairs; doors and water diversion for the front door; bridge street steps; carpets in book rooms and upstairs hallway.

Motion to adjourn by Matt, seconded by Amy W; motion unanimous. Meeting adjourned at 7:40

Next meeting – Tuesday, November 4th 2025 at 6:30 p.m.
