

Richmond Free Library Trustees
Minutes – Monday, June 8, 2026 6:30-7:30 pm
Location: Library Community Room

Present: Matt Crabb, Amy Wardwell, Amy Klinger, Suzanne Krohn, Ellen Crary, Dana Van Horn

Public Comment - No public comments

Votes

- Approved: May meeting minutes
- Approved: warrants 22912, 22927, and 22936
- Approved: use of \$70 from the library reserve for painting consultation
- Approved: No July trustees meeting; August meeting moved to 8/3 (from 8/10); October meeting moved to 10/19 (from 10/12)
- Dana Van Horn appointed interim board member filling Rafael Kennedy's departure
- Amy K will take Rafael's place as board secretary

Library Director's Report

- Summer Reading starts 6/17; "Unearth a Story" dinosaur theme; promoting in RES and CHMS
- VINS is coming on 6/22
- Wendy has scheduled summer drop-in activities
- USA 250 events have been happening; last event is 7/1 with Tyler Alexander

Budget

- Anticipating that Library will be over budget for heat & electric for the FY but under budget in other areas

Septic Update

- P&P determined that in addition to tree roots being an issue, the Library's system is offset from the town center's septic line, which is impeding but not fully stopping flow. Estimate is \$17,000 to connect it; town will put it out to bid
- P&P will return in early Aug for service to ensure proper flow

Friends of the Library Liaison

- Ellen volunteers to serve as Friends liaison representing the board at meetings
- Suzanne obtained sample MOUs for better clarity between connecting library needs with Friends expectations (wish lists, fundraising support, etc.)

Draft Holiday Leave Policy & Pay Grid

- Board approved updated holiday leave policy for library staff aimed at improving equity
- Board approved a 4% cost of living raise for staff

Painting Update

- Green Mountain Painters are on schedule for lead paint containment (end of Oct)
- Library will close first week of Nov for painting, after that floors 2-3 will be open
- Anticipate 3 weeks total for painting
- Library will supply books for pickup during the closed week and promote the Home Card System encouraging residents to visit neighboring libraries

Board moved to Executive Session to discuss the Library Director's Evaluation.

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

Next meeting – Monday, August 3, 2026 at 6:30 p.m.