

Richmond Free Library Trustees
Agenda – Monday, February 9th, 2026, 6:30-7:30 pm
Location: 3rd Floor Mezzanine with Zoom option

Vote -- Motion to approve January minutes by Matt. Seconded Amy W. Unanimous approval.

Vote – Motion to approve **Warrant #22833** in the amount of **\$18,818.11** and **Warrant #22825** in the amount of **\$16,922.85** by Laurie. Seconded by Matt. Unanimous approval.

Library Director's Report

- Painting is done. Due to the cold, they'll return to do the inside of the bridge street doors in the spring.
- There are too many layers of extant flooring to do another one.
- The elevator has been continuing to cause trouble. Most recently there was a software issue that the technician was able to resolve with a refresh of some kind but that only lasted about 6 weeks. They are able to reinstall the software in the hopes that this will resolve the issue in the longer term but there may be a problem with the CPU as well. Also, a rubber seal of some kind broke in the cold causing oil to leak out of a piston. Due to an issue regarding how the elevator company likes to be paid, the selectboard needed to have a special session to approve the payment for the part. All in, this will be something like \$8000.
- Hot water stopped working.
- Friday Food Affair went well. It came to around 174 meals distributed.
- There are lots of programs in February and March.
- We are still awaiting the final FY25 financials.

Roof Replacement Grant Update (Laurie)

- A disclaimer was added to the text of the draft application.
- We may be required to get an environmental review and a historic preservation review. A contact is looking into whether we might be exempt from this for the roof replacement, and is preparing an estimate for these reviews.
- The trustees need to decide about replacing versus repairing the roof. The draft application document that Laurie prepared contains robust rationale for replacing the roof rather than 5 year cycle repairs. This is the result of 2 different assessments by different people at different times recommending replacement.
- The trustees are in agreement that it is more reasonable to apply for a replacement of the roof, rather than a temporary repair.

A motion was made to submit an application to the Vermont Department of Libraries for the U.S. Department of Housing and Urban Development Public Facilities Preservation Initiative Grants for Small, Rural Public Libraries for a full replacement of the Library roof. Motion by Matt. Seconded by Amy W. Unanimous approval.

Circ Desk Renovation Update (Suzanne)

- Some work has been done on refining the plan for the circulation desk, but we're not yet done with that effort yet. Suzanne will return with more details about what to request at the next meeting.

Motion to adjourn by Matt, seconded by Amy W.; motion unanimous. Meeting adjourned at 7:15

Next meeting – Monday, March 9th, 2025, at 6:30 p.m.
