**Richmond Free Library Trustees**

**Tuesday, September 10, 2024 6:30-8 pm**

**Present: Matt Crabb, Rafael Kennedy, Rebecca Mueller, Kathie Templin, Amy Wardwell**

**Public: Wendy De Forest, Mary Keller Butler**

**Executive Session** – Motion to enter executive session by Amy. Seconded by Kathie.

*Director Search Committee Report/Recommendation/ Offer Letter*

Vote to exit the executive session was unanimous.

Motion to go back into executive session by Amy. Seconded Matt.

Vote to exit second executive session was unanimous

**Vote --** Motion by Matt to accept the recommendation of the Director Search Committee to offer the position of Library Director to Suzanne Krohn. Second by Rafael. Unanimous approval.

**Vote** -- Motion to approve August minutes by Amy. Seconded by Kathie. Unanimous approval.

**Vote –** Motion to approve warrants #22356 in the amount of $3761.14 by Matt . Seconded by Kathie. Unanimous approval.

**Treasurer’s Report** (Kathie)

Kathie will ask Connnie for a quarterly report for the next meeting.

**Library Director’s Report –** (Rebecca)

* Rebecca updated us on HVAC issues from the summer related to the AC and the boiler. Rebecca asked for an inspection to check on the useful life of the 20 year old boiler. We may need to replace the blower fan but overall the boiler is functional.
* Rebecca has made updates to some policy language including request for Reconsideration of Library resources. The website will be updated to reflect new policy language once the Trustees review and approve language at the next meeting.
* Kanopy will launch September 16th. Rebecca is excited by the offerings on the site.
* Children’s programming for the fall has resumed and the young adult room is up and running! Thank you Friends for sponsoring that renovation.
* The exterior paint work is ongoing.

**Review and confirm RFL compliance with laws/revisions in Act 66** (S.115):

* Libraries have a policy and procedures in place for reviewing challenged materials. Trustees will r**eview RFL policy.**

(S.220) changes:

* Library records for those 12 years and older will not be disclosed to legal parents or guardians, protecting the privacy of younger teens. Rebecca will report progress on this.
* All library trustees will undergo training about their role and what their duties are in advising/governing the library. The Trustees wondered if there will there be guidance or training opportunities from DOL for this?
* The trustees will review the policies and send any notes or updates to Laurie and Matt. We will vote to approve the policies at our October meeting.

**Preliminary Budget Discussion** – (Rebecca)

Rebecca will ask Josh when they will be starting work on drafting the budget. It may not happen before Rebecca leaves

**October 20 Open House** –

Rebecca wants her husband to be able to attend if it is to be her retirement send off. He can’t attend on the 20th and Suzanne is not available on the 19th. Can we move it to the 27th?

Matt will check with Laurie to see if that works. We will plan the event and finalize the date at our October meeting

Motion to adjourn by Matt. Seconded by Rafael.

**Next meeting – Tuesday, October 8 at 6:30 p.m. This will be Rebecca’s LAST meeting!**