

Simon Fairfield Public Library  
Trustees Meeting  
July 27, 2021

Present: Morrow, Anderson, Chesebrough, Holden, VanReed, Harvey, and Snook.  
Absent: Fontaine, Socrat.

Chair Morrow called to order the meeting at 4:05 pm.

It was moved, seconded and passed unanimously to accept the minutes for the June 22, 2021 meeting.

**Financial Report**

**Simon Fairfield Public Library FY22 Budget**

	Appropriated	Expended	Balance	% spent YTD
Compensations	181,932.00	20,350.28	161,581.72	11%
Electricity	5,754.00	12.93	5,741.07	0%
Oil	876.00			
Water	465.00			
Repairs/Maintenance	4,000.00	1,873.47	2,126.53	47%
Alarms	815.00			
C/W MARS	8,520.00	7,281.00	1,239.00	85%
Telephone	495.00			
Postage	80.00			
Wowbrary service	400.00			
Office supplies	2,943.00	322.25	2,620.75	11%
Custodial supplies	305.00	153.92	151.08	50%
Library materials	57,000.00	3,742.28	53,257.72	7%
<b>Total</b>	<b>263,585.00</b>	<b>33,736.13</b>		<b>13%</b>

**Trustees' and Friends Funds**

	Opening 7/1/2021	Added	Expended	Balance
Building	11,519.83	113.72		11,633.55
Building w/ Interest	25,311.77	1,507.60		26,819.37
LIG/MEG Grant	31,647.89			31,647.89
Mone Historical	166.04		30.12	135.92
Regular donations	56,920.55	34.85		56,955.40
Fines Revolving	97.32	25.10		122.42
RS Douglas Principal	10,000.00			10,000.00

RS Douglas Interest	1,855.95	205.09		2,061.04
TRUST (Old LIG/MEG)	1,645.24	3.34		1,648.58
Carrick Fund	1,237.34			1,237.34
<b>Total</b>	<b>140,401.93</b>	<b>1,889.70</b>	<b>30.12</b>	<b>142,261.51</b>
Friends	4,225.00		128.58	4,096.42

## **Director's Report**

### **July Circulation:**

	2018	2019	2020	2021
Books	2104	2459	1241	1974
Audio	133	142	31	44
Periodicals	135	166	52	81
Video	873	866	314	324
Other Physical Media	55	99	24	19
Digital Loans	518	722	1045	1018
PC/Wifi Sessions	209	174	62	98
<b>Total Use</b>	<b>4027</b>	<b>4628</b>	<b>2769</b>	<b>3558</b>

- July's door count was 1,493.
- The reclassification project is now 93.5% done.
- The storywalks at Douglas Orchard and Farm and on the Southern New England Trunkline Trail have been changed. Twenty-five officially participated by filling out post-walk surveys and claiming a prize.
- Plans for relocating the free shelves from the Grafton Library to Douglas is scheduled for tomorrow. If bought new, the shelving would cost over \$27,000.
- The mobile Internet hotspot computers have been process and all are currently out.
- Collection development will remain geared toward patrons' requests.
- For weeded materials Baker and Taylor will be used for recycling, replacing Better World Books. Credit from Baker and Taylor is applicable to many of the library's material purchases.
- **Old Business**
  - **Building Projects**
    - **Electrical Systems, interior plastering:** Still awaiting quotes to be included in the Special Town Meeting in November.
    - **Attic Door:** Brad Reardon will be providing a second opinion for the attic door.
    - Brian Lavalley replaced the broken front door lock which had been difficult to use for years.

- **Capital Campaign:** The current balance is \$104,209.52 raised, 26% of \$400,000 estimate.
  - \$11,519.33 Building Donations
  - \$25,819.07 Interest Bearing Building Donations
  - \$13,722.54 LIG/MEG
  - \$50,500.00 Regular Donations
  - \$1,648.58 Trust Fund
- Work continues on the Auction. Snook has applied for a grant using the Friends 501 (c) 3 status for museum passes.

**New Business**

- **LIG/MEG Funds:** Snook requested allocating \$1,200 from LIG/MEG funds for computers, one being for the Children's Librarian. This was moved, seconded, and passed unianimously.

**Next Meeting:** Tuesday, September 28, 2021, 4 PM.

The meeting adjourned at 4:45 PM

Respectfully submitted,

Ellie Chesebrough, Secretary