

Simon Fairfield Public Library  
Trustees Meeting  
September 27, 2022

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

The meeting was called to order by vice-chair Anderson at 5:05 PM.

The minutes were approved unanimously for August 3, 2022 noting that the motion on the Treasurer's Role is a Trustees' policy.

**Financial Report**

**Town Appropriated Operating Funds**

|                       | Appropriated      | Expended         | Balance           | % spent YTD |
|-----------------------|-------------------|------------------|-------------------|-------------|
| Compensations         | 192,225.00        | 42,542.83        | 149,682.17        | 22%         |
| Electricity           | 5,754.00          | 1,324.77         | 4,429.23          | 23%         |
| Oil                   | 1,095.00          | 0.00             | 1,095.00          | 0%          |
| Water                 | 470.00            | 174.04           | 298.96            | 37%         |
| Repairs/Maintenance   | 1,000.00          | 1,543.40         | -543.40           | 154%        |
| Alarms                | 830.00            | 499.00           | 331.00            | 60%         |
| C/W MARS              | 8,776.00          | 7,470.00         | 1,306.00          | 85%         |
| Telephone             | 495.00            | 27.94            | 467.06            | 6%          |
| Postage               | 85.00             | 0.00             | 85.00             | 0%          |
| Wowbrary service      | 435.00            | 0.00             | 435.00            | 0%          |
| Office/Other supplies | 2,987.00          | 887.92           | 2,099.08          | 30%         |
| Custodial supplies    | 309.00            | 93.01            | 215.99            | 30%         |
| Library materials     | 60,000.00         | 11,869.02        | 48,130.98         | 20%         |
|                       |                   |                  |                   |             |
| <b>Total</b>          | <b>274,461.00</b> | <b>66,428.93</b> | <b>208,039.07</b> | <b>24%</b>  |

**Trustees' Funds**

|                      | Opening Balance   | Added           | Expended        | Reserved for Capital | Balance          |
|----------------------|-------------------|-----------------|-----------------|----------------------|------------------|
| Building Fund        | 60,618.24         | 3,781.80        |                 | 64,400.04            | 0.00             |
| LIG/MEG Grant        | 45,440.81         |                 |                 | 13,722.54            | 31,718.27        |
| Regular donations    | 57,660.37         | 2,539.80        | 2,606.80        | 50,500.00            | 7,093.37         |
| Fines Revolving      | 226.82            | 19.00           |                 |                      | 245.82           |
| RS Douglas Principal | 10,000.00         |                 |                 |                      | 10,000.00        |
| RS Douglas Interest  | 1,653.52          |                 |                 |                      | 1,653.52         |
| Carrick Fund         | 2,203.34          |                 | 240.00          |                      | 1,963.34         |
| <b>Total</b>         | <b>177,803.10</b> | <b>6,340.60</b> | <b>2,846.80</b> | <b>129,085.39</b>    | <b>51,229.55</b> |
|                      |                   |                 |                 |                      |                  |
| Friends 2022         |                   |                 |                 |                      |                  |

The expenses in Maintenance were for repairs to the air conditioner. The Carrick Fund paid for Deb Hudkins. Grants are expected to be approved for new funding.

## Director's Report

| Year | Books | Audio | Periodical | Video | Other | Digital | Computer | Total |
|------|-------|-------|------------|-------|-------|---------|----------|-------|
| 2021 | 1,803 | 36    | 69         | 362   | 34    | 1,203   | 115      | 3,622 |
| 2022 | 1,993 | 19    | 79         | 446   | 75    | 1,276   | 372      | 4,260 |

Applications for library cards for all students entering the six grade are being processed.

Fall Storytime has begun.

Snook has submitted to the Selectmen an official ARPA request to have the cost of mobile hotspots reimbursed this year as well as the next 4 years. Current hotspots will stop working September 30. Replacements are on order.

The Massachusetts Board of Library Commissioners (MBLC) is proposing amendments that will lower hurdles to getting future planning and construction grants approved.

Author Colleen Hoover is in demand due to her popularity on BookTok.

The Library has two new pages who scored high on the page test administered by Snook.

### Old Business

#### **Building projects**

- Handicapped Access: nothing to report
- Electric Sign Update

Gregory's got their electric sign and installation for free because it was sponsored by a soda company that runs ads on it. There is also a permitting process that the Library would have to go through to get approval and would also involve a public hearing. The cost for such an installation is high and may reach \$20,000 to \$50,000. Snook has decided to continue to use the magnetic letters.

#### **Grants**

The annual disbursement from the William R and Janet A. Carrick Fund is \$1,050.00.

#### **Capital Campaign**

Currently the Building Fund stands at \$136,896.48.

#### **LRP Updates**

Nothing to report

#### **Friends**

It was decided to have a less formal October 23rd gathering. It was suggested to promote it on social media closer to the event. Friends will bring sweet and savory snacks.

### New Business

#### **New Monitors**

Snook requested \$518.89 from LIG/MEG funds for three 27-inch monitors as well as two graphic cards to power them which were supported by the Trustees.

Next Meeting October 25, 2022, 5pm

The meeting adjourned at 5:43 PM

Respectfully submitted,  
Ellie Chesebrough, Secretary