

**SIMON FAIRFIELD PUBLIC LIBRARY TRUSTEES MEETING  
DOUGLAS, MASSACHUSETTS  
Tuesday, July 22, 2025**

**Present:** Morrow, Anderson, Fontaine, Chesebrough, Holden, Harvey, Church, and Snook.

**Absent:** Lyons

**FY 25 Municipal Budget Final Numbers:**

The last electric bills came in at \$666.34 and \$516.67 on July 9. Although that exceeded the budget on operations, \$193.75 book materials from Baker and Taylor were reclassified to be paid with grants. The Library turned back \$7,376.52 to the town, most of which was for personnel; \$20.91 was operational.

Fiscal Year 2025, which has not been reconciled with the Finance Director, is as follows:

	Appropriated	Expended	Balance	% spent YTD
Compensations	\$ 268,725.00	\$ 261,369.39	\$ 7,355.61	97%
Electricity	\$ 5,000.00	\$ 7,061.07	\$ (2,061.07)	141%
Other Utilities	\$ 450.00	\$ 575.95	\$ (125.95)	128%
Repairs, Maintenance, Replacements	\$ 20,914.00	\$ 21,165.70	\$ (251.70)	101%
Alarms (Other Property Expenses)	\$ 1,500.00	\$ 1,600.75	\$ (100.75)	107%
C/W MARS	\$ 7,764.00	\$ 7,880.00	\$ (116.00)	101%
Telephone	\$ 260.00	\$ 554.88	\$ (294.88)	213%
Postage	\$ 42.00		\$ 42.00	0%
CPC Licenses	\$ 14,400.00	\$ 14,621.15	\$ (221.15)	102%
Other services (wowbrary, programs)	\$ 800.00	\$ 375.00	\$ 425.00	47%
Office/Other supplies	\$ 4,500.00	\$ 5,885.73	\$ (1,385.73)	131%
Custodial supplies	\$ 1,000.00	\$ 1,240.56	\$ (240.56)	124%
Library materials	\$ 78,000.00	\$ 74,508.30	\$ 3,491.70	96%
Dues/memberships	\$ 1,000.00	\$ 140.00	\$ 860.00	14%
<b>Total</b>	<b>\$ 404,355.00</b>	<b>\$ 396,978.48</b>	<b>\$ 7,376.52</b>	<b>98%</b>

Regarding Trustee accounts: These figures have not been reconciled with the Town Treasurer. May and June interests are not included,

Trustees Accounts:

	Opening	Income	Expenses	Reserve Capital Campaign	Reserve Archives or Restricted	Reserve Other	Balance
Building Donations	\$170,144.10	\$27,624.71		\$197,768.81			
LIG/MEG Grant	\$51,568.61	\$13,085.20	\$13,285.52	\$22,000.00			\$29,368.29
Regular Donations	\$50,326.65	\$2,698.54	\$604.21	\$50,500.00	\$922.49	\$300.00	\$698.49
Fines Revolving Acct	\$244.04	\$301.00	\$276.86				\$268.18
RS Douglas	\$12,611.58	\$177.86	\$2,487.08		\$10,000.00		\$302.36
Carrick Fund	\$2,631.32	\$1,189.50	\$1,856.53				\$1964..29
<b>TOTALS</b>	<b>\$287,526.30</b>	<b>\$45,076.81</b>	<b>\$18,510.20</b>	<b>\$270,268.81</b>	<b>\$10,922.49</b>	<b>\$300.00</b>	<b>\$32,601.61</b>

**Director's Report**

The following is a summary of FY25 compared to FY24. This compares the 2025 fiscal year with the increased hours to the 2024 fiscal year that did not have the increased hours.

	FY24	FY25	↑ %
Hours Open	1,820	2,496	20%
Annual Visits	17,434	22,469	28%
Number of Programs	212	264	24%
Program Attendance	2,189	2,606	19%
Self-directed activities claimed	0	3,361	n/a
Adult items borrowed:	28,973	34,721	19%
Teen items borrowed:	2,243	2,575	14%
Children's items borrowed:	15,553	18,487	18%

One anomaly in the Annual Report Information Survey, ARIS, submitted to the

Massachusetts Board of Library Commissioners, MBLC, is the registered borrower count which went from 2,921 to 2,607. The explanation behind this drop is a lot of patrons got e-cards during COVID in 2020 and then didn't use them for very long. After two years of inactivity, accounts expire. Two years after that, they are purged.

### **Other Announcements**

- The Library is going to turn into a golf course on July 30th. The stacks will close at noon. Golfing will run until 3. The Library will return to normal soon after.
- Picnic in the Park, Martin Road Recreation Park, is on Saturday on August 2 with many booths including the Library.
- The Library sponsored Eephus movie will be shown at Soldiers Field on August 9 and a baseball game will be played in the afternoon.
- All of the summer reading programs which have limited attendance are at capacity and waitlisted.

### **Old Business**

- **Building Projects**

- **Accessibility**

- A binder has been assembled with all the print-outs relevant to the Library design work that led to the 2015 Van Voorhis plans. Next steps include contacting Stephen Dix. Snook anticipates asking Dix to scale back on some of Van Voorhis' scematics

- **Basement**

- The finishing touches on the Children's Librarian Office which includes painting, electrical piping, window sills, will be done soon. A computer needs upgrading by installing a wifi card. The archivist will move into the old Children's Office so that the ceiling in the archivist's room can have a similar ceiling to the Children's Librarian's office. The Friends' Auction will take over the central space temporarily for this year's auction donations.

- **Grants**

- **Capital Campaign**

- No movement to report. Current funds are at \$270,268.81.

- **Other Grants**

- Douglas Cultural Council funded all Children's summer reading programs.

- **Friends**

- **Memberships**

- Memberships are not as plentiful as in previous years.

- **2025 Auction**

- Activities and donations for the 2025 Auction are proceeding well. Church asked to be included as a recipient of agendas sent to the Friends' planners.

- **Federal and State funding updates**

- The MBLC and the Massachusetts Library System (MLS) have been quiet since a federal judge upheld President Trump's dismantling of the Institute

of Museum and Library Services (IMLS) in early June.

CWMARS is going to get hit in FY27 with the discontinuation of a lot of broadband initiatives that made the internet service less expensive. It may be possible to restore some discounted rates, but time will tell.

- **Eephus**

Fontaine reported on the extensive plans that the movie Eephus has achieved. It is scheduled to happen at Soldiers Field in Douglas for August 9<sup>th</sup>.

- **Overdrive**

Massachusetts Higher Education Consortium (MHEC) has not yet re-opened a bid so that Overdrive, the source for eBooks and eAudios, can return to the state contracts list. Last month it was reported that this means the Douglas Library can only spend \$9,999 in Overdrive, but the new contract provided higher discounts as well as a lot of temporary licenses became permanent. Until Overdrive is back on the state contract, resolution has not been met.

## **New Business**

- **Strategic Plan**

Snook feels that making long range plans in these times is not recommended. It was agreed that this issue may return on the next Trustees agenda as an action plan. It was felt that some plan needs to be in place for goals and objectives for the Library.

- **Out of State Patrons**

The Thompson, CT Library is having some budget troubles and their patrons have started library shopping in Massachusetts. Most Library Directors in Massachusetts feel an annual fee for an out of state card is appropriate, but needs to offer the same deal to patrons of decertified MA municipalities to be fair. Others feel out of state cards should not be issued at all. It was not clear where the \$35 fee would be credited if the Library voted for this option, the Library or the Town's General Fund.

A motion was made, seconded with a majority voting no with one abstention to institute a \$35 annual fee for out of state library cards.

A motion was made., seconded and passed to not allow out of state cards to be created until there is a State regional policy solution.

Next Meeting August 26, 2025 , 6:30 PM

The meeting adjourned at 8:04 PM.

Respectfully submitted,  
Ellie Chesebrough, Secretary