

SIMON FAIRFIELD PUBLIC LIBRARY TRUSTEES MEETING

April 28, 2026

Present: Morrow, Anderson, Fontaine, Chesebrough, Holden, Harvey, Lyons and Snook

Absent: Church

Chair Morrow called the meeting to order at 6:33 PM.

It was moved, seconded and passed with one abstention to accept the minutes for March 24, 2026.

Financial Report

Municipal budget status as of April 23, 81.32% through the fiscal year:

	Appropriated	Expended	Balance	% spent YTD
Compensations	\$ 273,476.00	\$ 217,104.08	\$ 56,371.92	79%
Electricity	\$ 7,000.00	\$ 4,423.26	\$ 2,576.74	63%
Other Utilities	\$ 515.00	\$ 663.80	\$ (148.80)	129%
Repairs, Maintenance, Replacements	\$ 22,388.00	\$ 15,766.93	\$ 6,621.07	70%
Alarms (Other Property Expenses)	\$ 2,000.00	\$ 1,310.00	\$ 690.00	66%
C/W MARS	\$ 9,025.00	\$ 7,925.00	\$ 1,100.00	88%
Telephone	\$ 500.00	\$ 418.03	\$ 81.97	84%
Postage	\$ 42.00	\$ 165.82	\$ (123.82)	395%
CPC Licenses	\$ 14,400.00	\$ 9,940.98	\$ 4,459.02	69%
Other services (wowbrary, programs)	\$ 1,000.00	\$ 375.00	\$ 625.00	38%
Office/Other supplies	\$ 6,050.00	\$ 8,356.61	\$ (2,306.61)	138%
Custodial supplies	\$ 1,010.00	\$ 515.54	\$ 494.46	51%
Library materials	\$ 79,950.00	\$ 62,077.10	\$ 17,872.90	78%
Dues/memberships	\$ 140.00		\$ 140.00	0%
Total	\$ 417,496.00	\$ 329,042.15	\$ 88,453.85	79%

Trustee accounts:

Accounts	07/01/25 Opening	Income	Expenses	Reserve Capital Campaign	Reserve Archives + restricted	Reserve other	Balance
Bldg donations	\$200,347.66	\$26,709.41		\$227,057.07			

LIG/MEG Grants	\$64,623.95	\$25,859.35	\$17,840.09	\$22,000.00			\$50,643.21
Regular donations	\$52,390.47	\$3,408.63	\$576.80	\$50,500.00	\$586.76	\$33.89	\$4,101.65
Fines	\$268.18	\$239.19					\$507.37
RS Douglas	\$10,470.20	\$264.50			\$10,000.00		\$734.70
Carrick Fund	\$1,964.29	\$1,239.00	\$1,740.00				\$1,463.29
Total	\$330,064.75	\$57,720.08	\$20,156.89	\$299,557.07	\$10,586.76	\$33.89	\$57,450.22

Director's Report

Snook investigated the patron use of the Library. With the cost of gasoline skyrocketing due to the war with Iran which caused a large monetary increase for rural area patrons. He will continue to study the trends.

Old Business

- **Building Projects**

- **Accessibility**

Chesebrough got an updated number from the Assessors for the building value, \$572,800. The governing authority is not the Massachusetts Office on Disability, but it is the Massachusetts Architectural Access Board.

- 30% of that is \$171,840. If this is spent all at once, the entire facility has to comply with 521 CMR Regulations for accessibility.
- If between \$100,000 and \$171,840 is spent, just the renovated areas have to comply, plus an accessible entrance, restrooms, a phone, and water fountain.
- If less than \$100,000, is spent, only the renovated area must comply.
- These rules apply not just to any one project but also to the total of all projects done in a 3 year period, so building improvements besides maintenance and repair cannot exceed \$33,333.34 per year on average which explains why these things are so many separate line items on the town books.

A question was asked about checking with the Building Inspector for clarification about requirements for progression on the project.

- **LULA lift, Firescape door**

Snook is waiting for Brian Lavalley to provide a quote for replacing the rear fire door with one that people can use. The highway department made a path of regrind up to the basement door slab, and Lifesong Church has committed to giving the pad at the bottom of the stairs the same treatment. That will make getting into the library easier, and may make it ADA compliant.

A LULA lift between the top of the fire stairs and the basement door pad ought to be doable. Basement access may need options

- **Mini-split cooling lines**

The final bill for the repair was \$16,164.67. The work took a week. It looks better and the units seem to be running more efficiently.

- **Chairs**

Church has saved the Library at least \$3,285 by repairing chairs. There are one more load of spindle chairs to be repaired. There two-position semi-rocking chairs on order from Demco.

- **Capital Campaign**

Snook will provide this information at the May meeting. Staff in the Treasurer's Office were on vacation.

- **Friends**

Science fiction book sale, showing the Star Wars Trilogy, Monday May 4
Book and Plant Sale Saturday May 23, 9AM - Noon
Annual Meeting April 25

- **Federal, State, and Douglas Funding Updates**

The Library's started with a budget request of \$417,496.00. Then it was reduced to \$410,592.70 so that a Finance Committee request to get the Muncipal Appropriation Requirement (MAR) from the Massachusetts Board of Library Commissioners (MBLC) to secure the MAR which is approximately \$20,000 a year and qualifies libraries to receive services from the Commonwealth. The Town Administrator, Board of Selectmen, and Finance Committee all seem to agree that the Library deserves the original budget. If a crisis comes next year the Library will be treated fairly by requesting a waiver from the MBLC. The budget being recommended to town meeting is \$417,845 for fiscal yeal 2027.

- **FY2026 Bridge Plan Accomplishments**

For teens, Dungeons and Dragons has been popular; Battletech not as popular, but the staff is working on it; the Book Nerds initially has excited the staff.

For adults, The Gardening Group. The Cookbook Club as well as the Plot Twisters are all on a monthly schedule. The Scifi book Club regularly has 8 or 9 people attending, and the Monday night writers' accountability group has 2.

New Business

- **Town Meeting and Town Elections dates; Library Trustees Candidates**

The Annual Town Meeting is May 4. The election is May 12. Lee Lyons is on the ballot for Library Trustee.

- **Lifesong Church Volunteer Projects**

Lifesong Church has a service day at the end of June. The church is large and it has a system for packaging potential projects and offering them to contractors in the congregation who are looking to lead service teams.

They are confident they can get someone to make a path from the driveway to the back fire pad and move the library parking only sign out of the way. They are also confident they can repaint our front rails and apply new stain to the benches. Depending on volunteers appetite, they may be able to make a gravel path from the lot around the Webster Credit Union side of the building to the front pad, resurface the stairs, and/or replace the hedge bed on the Webster Credit Union side with an accessible wooden deck for picnic tables and chairs.

- **Volunteer Appreciation Dinner**

On Wednesday, June 3, from 5-7pm, there will be a volunteer appreciation Italian buffet. As volunteer Trustee all are invited. RSVPs are needed by May 20.

The next meeting is May 26, 2026, 6:30 pm

The meeting adjourned at 7:32 PM

Respectfully submitted,
Ellie Chesebrough, Secretary