

Simon Fairfield Public Library Trustees Minutes

June 23, 2026

6:30 PM

Present: Morrow, Fontaine, Chesebrough, Holden, Lyons, Snook

Absent: Anderson, Harvey, Church

Morrow called the meeting to order at 6:35 PM. A motion was made, seconded and passed to accept the minutes as written for MAY 26, 2026.

Financial Report

The municipal account status as of June 18, 2026

	Budgeted	Expended	Balance	% spent YTD
Compensations*	\$265,476.00	\$249,053.11	\$16,422.89	94%
Electricity	\$7,000.00	\$4,733.34	\$2,266.66	68%
Other Utilities	\$515.00	\$663.80	-\$148.80	129%
Repairs, Maintenance, Replacements^	\$27,388.00	\$23,049.01	\$4,338.99	84%
Alarms (Other Property Expenses)	\$2,000.00	\$1,570.40	\$429.60	79%
C/W MARS	\$9,025.00	\$7,925.00	\$1,100.00	88%
Telephone	\$500.00	\$507.62	-\$7.62	102%
Postage	\$42.00	\$165.82	-\$123.82	395%
CPC Licenses	\$14,400.00	\$11,900.93	\$2,499.07	83%
Other services (wowbrary, programs)	\$1,000.00	\$375.00	\$625.00	38%
Office/Other supplies	\$6,050.00	\$10,579.60	-\$4,529.60	175%
Custodial supplies	\$1,010.00	\$515.54	\$494.46	51%
Library materials	\$79,950.00	\$74,448.72	\$5,501.28	93%
Dues/memberships	\$140.00	\$0.00	\$140.00	0%
Total	\$414,496.00	\$385,487.89	\$29,008.11	93%

*Originally \$278,476 before town meeting transfers

^Originally at \$22,388, before town meeting transfers

There is \$16,422.89 in personnel and \$12,585.22 in operations, which is enough for the final weeks of FY26.

Trustees Accounts

Accounts	07/01/25 opening	Income	Expenses	Reserve Capital Campaign	Reserve Archives restricted	Reserve other	Balance
----------	------------------	--------	----------	--------------------------	-----------------------------	---------------	---------

Bldg donations	\$200,347.66	\$27,641.35		\$227,989.01			
LIG/MEG grants	\$64,623.95	\$25,859.35	\$18,186.87	\$22,000.00			\$50,296.43
Regular donations	\$52,390.47	\$3,428.63	\$576.80	\$50,500.00	\$586.76	\$33.89	\$4,121.65
Fines	\$268.18	\$239.69					\$507.87
RS Douglas	\$10,470.20	\$318.90			\$10,000.00		\$789.10
Carrick Fund	\$1,964.29	\$1,239.00	\$1,980.00				\$1,223.29
Total	\$330,064.75	\$58,726.92	\$20,743.67	\$300,489.01	\$10,586.76	\$33.89	\$56,938.34

Director's Report

May, 2026 activities:

Loans: 4,713 (-0.07%)

Books: 2,192 (-0.05%)

Audio: 13 (-1.69%)

Magazines: 30 (-0.9%)

Video: 282 (-0.38%)

Digital Books: 596 (-0.14%)

Digital Audio: 945 (-0.05%)

Digital Magazines: 268 (-0.13%)

Streaming Video: 26 (+0.19%)

Other Physical Media: 66 (-0.03%)

Internet Access Sessions: 217 (+0.42%)

Programs: 20 (-8)

Program Attendance: 204 (-89)

Door Count: 1,432 (-674)

Website Visitors: 758 (+33)

Website Views: 1,147 (-182)

Registered Borrowers: 2,874 (+14 over last month)

While the Library underperformed compared to May of last year, the underperformance was not as bad as it was January-April. The Library is gaining patrons faster than it's loser them. Theneedle is nudging in the right direction.

It is a quiet period between Spring Storytime and Summer Reading right now. Children's Librarian Soderman has been using vacation, which underscores how much of the traffic is drawn in by children's programs. Deb Hudgins has performed her last Music, Movement, and Storytime and will be missed.

Library Assistant Soffey has 36 sign-ups for adult summer reading. She has made reading logs, a bingo sheet, and will host an ice cream social toward the end of summer where prize raffles of SFPL merchandise will be sponsored by the Friends.

Action has begun for Oktoberfest book sale determining what needs to be weeded from both the Library collections and the leftover book items. Before the new door in the Children's room is operating plans will be operational to shuffle the collections around, especially the early readers. It will provide a better sense of how much space each collection needs.

Old Business

- **Building Projects**

- **Accessibility**

- LULA lift, Fires cape door**

- The fire scape door is in and Brian Lavalley will return to sand down and paint the frame before the end of the month.

- Snook has an appointment with the Tusinos on June 25 to show what has been done and talk about economical and logical next steps. Also proposed discussions will include the ADA committee how it can be advanced..

- Massachusetts Office on Disabilities Grants**

- Snook will relay whatever he learned at the Tusino meeting at the July Trustees' Meeting.

- Other Building Projects**

- A procured Network Video Recorder, switch, and a google nest network which can be used on wifi cameras. When this is done, Snook should have access to live feeds from his desk.

- **Capital Campaign**

- The current tally is \$302,057.83.

- **Friends**

- The Friends Auction is scheduled for October 9 through October 23, 8 PM.

- **Federal, State, Douglas funding updates**

- No report

- **FY26 Bridge Plan Accomplishments**

- No report

New Business

- **Douglas Undivided**

To celebrate America 250 Snook has developed a puzzle using 3 and a half inch wooden puzzle pieces from Amazon. He has invited everyone with a connection to Douglas—residents, students, workers, etc. to decorate a piece. These will be place on the wall by the stairs to the mezzanine. This will be a commemoration of America's 250th and Douglas's 280th. Distributing and collecting will happen throughout the year. There are 84 pieces on the wall and many more waiting to go up. Each Library trustee are welcomed to participate.

- **Adult Summer Reading**

As previously mention in these minutes, Library Assistant Soffey is planning on using Friends merchandise for prizes in the Adult Summer Reading program including Library hats, t-shirts, coffee mugs, and tote bags and "Trust in Justin" shirts. Adults can earn a raffle ticket toward said prizes for every book they read. There ia also a bingo sheet challenge. So far 21 adults are signed up.

-

Next Meeting July 28, 2026, 6:30 PM.

Adjourned 7:19 pm

Respectfully submitted,

Ellie Cjesebrough,
Secretary