

SIMON FAIRFIELD PUBLIC LIBRARY TRUSTEES MEETING
July 28 2026

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

Absent: Harvey

Chair Morrow called the meeting to order at 6:38 PM.

It was moved, seconded and passed with two abstentions to accept the minutes as written for June 23, 2026.

Financial Report

	Appropriated	Expended	Balance	% spent YTD
Compensations	\$278,415.00	\$16,778.27	\$261,636.73	6%
Electricity	\$7,500.00	\$0.00	\$7,500.00	0%
Other Utilities	\$600.00	\$0.00	\$600.00	0%
Repairs, Maintenance, Replacements	\$18,818.00	\$1,316.40	\$17,501.60	7%
Alarms (Other Property Expenses)	\$2,110.00	\$0.00	\$2,110.00	0%
C/W MARS	\$8,127.00	\$8,127.00	\$0.00	100%
Telephone	\$600.00	\$0.00	\$600.00	0%
Postage	\$150.00	\$0.00	\$150.00	0%
CPC Licenses	\$12,000.00	\$578.00	\$11,422.00	5%
Other services (wowbrary, programs)	\$375.00	\$0.00	\$375.00	0%
Office/Other supplies	\$7,250.00	\$167.53	\$7,082.47	2%
Custodial supplies	\$1,500.00	\$0.00	\$1,500.00	0%
Library materials	\$80,000.00	\$3,576.11	\$76,423.89	4%
Public Works	\$400.00	\$0.00	\$400.00	0%
Mileage	\$0.00	\$13.63	-\$13.64	
Total	\$417,845.00	\$30,556.94	\$387,288.06	7%

Trustee accounts:

Accounts	07/01/26 Opening	Income	Expenses	Reserve Capital Campaign	Reserve Archives + restricted	Reserve other	Balance
Bldg donations	\$231,306.96	\$5,265.62		\$236,572.58			
LIG/MEG Grants	\$66,433.02	\$0.00	\$225.00	\$22,000.00			\$44,208.02
Regular donations	\$57,842.45	\$60.75	\$1,318.35	\$50,500.00	\$586.76	\$33.89	5,464.20
Fines	\$18.98	\$50.00					\$68.98
RS Douglas	\$10,900.65	\$248.15			\$10,000.00		\$1,148.80
Carrick Fund	\$1,223.29	\$0.00	\$0.00				\$1,223.29
Total	\$367,725.35	\$5,624.52	\$1,543.35	\$309,072.58	\$10,586.76	\$33.89	\$52,113.29

Director's Report

June, 2026 compared to June, 2025

Loans: 4,742 (up 55)

Books: 2,169 (up 12)

Digital Books: 592 (down 73)

Audio: 22 (down 5)	Digital Audio: 1,000 (up 71)
Magazines: 11 (down 27)	Digital Magazines: 245 (down 14)
Video: 360 (up 7)	Streaming Video: 18 (up 14)
Other Physical Media: 76 (Up 6)	
Internet Access Sessions: 240 (up 60)	
Research Articles Downloaded: 9 (up 9)	
Programs: 10 (down 7)	
Program Attendance: 176 (up 67)	
Door Count: 1,567 (down 356)	
Website Visitors: 922 (up 9)	
Website Views: 1,660 (down 218)	
Registered Borrowers: 2,905 (up 31 over last month)	

Security camera system is back online.

Douglas Undivided celebrating the 250 years of the USA is being embraced by the community.

The ARIS statistical survey data is ready to submit to the Massachusetts Board of Library Commissioners (MBLC). They are working out issues with data validation. and everything is on hold until it's fixed. To report this year's report, an explanation is required at the federal data level.

Old Business

- **Building Projects**

- **Accessibility**

LULA lift, no updates yet.

Rear fire place door.

The rear door has been replaced, painted, and with an open sign, doorbell, and traffic counter. Patrons have expressed gratitude for this alteration. About $\frac{3}{4}$ of traffic is coming through the front door and $\frac{1}{4}$ through the back. Snook spoke to Mike Fitzpatrick who is a Selectman, Chair of the Capital Improvement Committee, and a contractor by trade, about the Library's goals for the backyard area. The Tusinos have not yet provided suggestions or feedback.

- **Massachusetts Office on Disabilities Grants**

Douglas now has an American with Disabilities Act (ADA) committee. Their first meeting was earlier this month. Snook has offered his assistance with creating a Self-Evaluation and Transition Plan. Those are the pieces that have to be in place before any grants can be pursued from the Massachusetts Office on Disability.

- **Capital Campaign**

The current amount for the Library building to make the it accessible is \$309,072.58**Friends**

- **Friends**

- **Auction**

The Auction subcommittee met on July 25th. It's next meeting is August 29 at 9 AM. All are welcome to participate in these meetings.

- **Friends Acknowledgments**

The Friends sponsored programs need to be included in all fliers and publicity that is issued.

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

Nothing new to report.

- **FY2027 Bridge Plan Accomplishments**

- Snook suggested that the Library establish two new weekly, drop-in opportunities for people in the community to get together and interact:

Game nights on Tuesdays from 4pm to 8pm welcoming multiple groups to play simultaneously

Make inroads on the procedural portion and find out what committees, boards, commissions, etc. actually have to be involved. He felt his discussion with Mike Fitzpatrick and a tour of the Library, discussing the roof, front steps, accessibility, restrooms, and windows, and asking what should be the packaging for capital.

- **Summer Reading Programs**

The Children's room has 72 registered for summer reading The adult summer readers has 41 registered.

For each hour children read, they get to put a leaf on the tree. They get to add flowers/fruit for 5 hours and bugs for 10 hours.

Likewise, adults get to add a leaf to the vine for every book they read.

The adult summer reading ice cream social is going to be August 13 at 6:30 PM.

New Business

Snook asked the Trustees to look at the Strategic Plan.

Next Meeting August 25, 2026, 6:30 PM.

The meeting was adjourned at 7:32 PM.

Respectfully submitted,
Ellie Chesebrough, Secretary