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BLOOMFIELD, CT

The Bloomfield Public Library Board of Trustees
REGULAR MEETING
Tuesday, September 8, 2026 at 6:00 P.M.
Erin Corbett, Patrick DeLorenzo, Sherry-Ann Chance,
Harvey Frydman, Claudia Gwardyak, Beverlee Merritt

Hybrid Meeting:

- **To attend this meeting via Zoom Conference Remote Meeting, please register here:** https://bplct.librarycalendar.com/event/library-board-meeting-virtual-and-person-11352
- **To attend in-person, come to BPL Prosser Library, 1 Tunxis Avenue, Bloomfield, CT 06002**
- **The meeting will also be streamed live on YouTube at:** https://youtube.com/live/cT92xldcneg?feature=share

AGENDA

1) Call to Order

2) Roll Call

3) Citizens' Statements and Petitions
Statements by members of the public may be oral or written and shall start with the speaker's name and address and shall continue for no longer than three (3) minutes, unless permitted by the Chairperson or Trustee presiding.

4) Report from the Friends of the Bloomfield Public Library

5) Chairperson's Report

6) Director's Report

7) Old Business
   1. Discussion of Library Building Committee project timeline and impact to library services

8) New Business
   1. Consider and Take Action Regarding Regularly Scheduled 2027 Library Board Meeting Schedule
   2. Library Director's Annual Evaluation
   3. Discussion of Fiscal Year 2027 and 2028 Budgets

9) Citizens' Statements and Petitions

10) Board Comments

11) Approval of Minutes
   1. July 14, 2026

12) Next Meeting: October 13, 2026 at 6:00 PM

13) Executive Session
   1. Personnel Matter: Library Director

14) Adjournment

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Monthly Metrics and Key Dates
July 2026

	FY 25 Totals	FY 26 Totals	Apr.	May	June	July	August
New Library Cards		2,046	214	128	202	189	TBD
Total Library Cards	**5,932**	7,416	7,241	7,302	7,416	7,516	7,552
Total Telephone		17,938	1,525	1,352	1,896	1,591	1,402
Website Page Activity (Visitors)		38,230	3,057	2,959	3,475	3,176	TBD
Study Room Use McMahon		727	111	99	136	93	128
Study Room Use Prosser		1,579	267	242	249	309	246
Study Room Total		2,306	378	341	385	402	374
Programs (Total)	**1,007**	993	114	89	99	97	57
Program Attendance (Total)	**25,839**	23,211	1,905	1,159	2,431	1,594	1,728
BPL Online Resources Use	**27,202**	30,077	2,931	2,534	2,528	2,805	TBD
Physical Circulation	**64,964**	90,000	10,033	6,469*	10,937*	10,499	TBD
Digital Circulation	**27,437**	36,171	3,663	3,734	3,463	3,978	TBD
Prosser Computer Sessions		6,558	1,033	977	1,117	1,244	TBD
McMahon Computer Sessions		10,974	789	748	736	582	TBD
Total Computer Sessions		17,532	1,822	1,725	1,853	1,826	TBD
BPL Prosser Visits	**NA**	44,685	7,231	6,278	7,716	8,019	TBD
BPL McMahon Visits	**14,448**	45,133	3,364	2,893	3,223	3,038	TBD
BPL Total Physical Visits	**39,245**	89,818	**10,595**	**9,171**	**10,939**	**11,057**	TBD
BPL Overall Usage (combines usage numbers above, except: number of programs, website, telephone and new cards)	**184,777**	**238,979**	**29,127**	**23,067**	**30,298**	**29,933**	**TBD**

*We are still verifying the numbers in red.

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Monthly Metrics and Key Dates
July 2026

Project Timeline:	
First Library Building Committee Meeting	July 29, 2020
BPL Referendum Vote	November 2, 2021
BPL Buildings Close to Public:	June 30, 2023
Opening of BPL Tech Express at 330 Park Ave in Bloomfield:	July 19, 2023
Opening of BPL Atrium Library, 1300 Hall Blvd in Bloomfield:	August 15, 2023
Prosser Groundbreaking Ceremony:	January 24, 2024
Prosser Beam Signing Ceremony:	June 13, 2024
Closing of BPL Tech Express at 330 Park Ave in Bloomfield:	March 14, 2025
McMahon Wintonbury Library Soft Opening to Public:	March 17, 2025
Closing of BPL Atrium Library, 1300 Hall Blvd in Bloomfield:	June 6, 2025
Prosser Library Ribbon Cutting Ceremony:	Aug. 16, 2025
Prosser Library Soft Opening to the Public:	October 28, 2025
McMahon Wintonbury Library 1st Anniversary Celebration:	March 17, 2026
Prosser Library Grand Opening:	June 22-29, 2026
McMahon Wintonbury Library Exterior Renovation Completed:	Fall 2026
McMahon Wintonbury Library 2nd Anniversary Celebration:	March 17, 2027
McMahon Wintonbury Library Grand Opening:	Week of May 3, 2027

DRAFT

The Bloomfield Public Library Board of Trustees

Conference Remote Meeting

https://youtube.com/live/YBDDzI-bPLg?feature=share

July 14, 2026

Attendance: Elizabeth Lane (*Library Director*), Erin Corbett (*Chairperson*), Patrick DeLorenzo (*Vice-Chairperson*), Sherry-Ann Chance, Harvey Frydman, Claudia Gwardyak, Beverlee Merritt, Angela LaBella (*Friends of the Bloomfield Public Libraries*), Christopher Siloac (*Assistant Director*), Allison Wilkos (*Assistant Director*)

Absent: None

Quorum present? Yes, 6 of 6

E. Corbett called the meeting to order at 6:01 PM.

Roll Call – S. Chance was absent at roll call but joined the meeting shortly after it started.

Citizens' Statements and Petitions – There were no citizens' statements.

Report from the Friends of the Bloomfield Public Libraries

Friends' Report – The Friends approved $1000 for the Teen Advisory Group (TAG) this upcoming school year. As previously reported, the Friends are intensifying their membership outreach campaign, which includes a new brochure, branded swag, an investment in donor management software, and promotional tables at businesses and events in the community. In response to a question about membership payments. A. LaBella noted that a check is still the best method, but that the Friends will be offering an online payment option in the fall. Tiered membership levels are also being explored. The board discussed the funding of the TAG initiative, and E. Lane noted a 25% increase in participation.

Chairperson's Report

Prosser Grand Opening – E. Corbett expressed her gratitude for the Friends' support of the Prosser grand opening festivities. The week was fantastic, with much library joy on display, and it helped get the word out to the community that the library is now open and fully functional.

Director's Report

Prosser Grand Opening – The grand opening celebration was a success, with 515 people attending the week's events. The CT250 inspired Prosser Prom, an intergenerational program, was the most successful of the events. The goal of the grand opening was to get the word out that the library is open. A mailer went out to every household, and a grand opening sign was placed out front. There was also a high level of BPL Online activity. E. Lane stressed the importance of word of mouth in this community. E. Lane hopes the Prosser Prom can become an annual event.

BPL Annual Report 2025 – BPL's annual report for FY2025 is completed and has been shared online and printed. It is incredible to see everything the library did that year, including moving out of the Atrium and opening McMahon Wintonbury Library. The report showcases the staff and all the different work they do, both inside and outside the buildings, with multiple literacies and diverse generations of patrons. The report was a challenge to finish this year. Going forward, E. Lane would like the report completed earlier and released in January.

McMahon Exterior Renovations – McMahon Wintonbury Library is in full exterior renovation mode. The process and impact is even bigger than E. Lane thought it would be, but the library does remain open during this process. E. Lane thanked Blue Hills Fire Department for parking assistance. People are still using the library at a high level. There is a building committee meeting tomorrow night where more about the renovation will be discussed. The hope right now is that the majority of the project will be completed by the end of summer, and that the library will host a grand opening on March 17, the two-year anniversary of its initial opening.

Town Staffing Changes – There will be many town staffing changes in FY27, as part of the budget roll out. The Director of Public Works retired, and more planned retirements will occur soon. These changes in other departments will impact the library and the public. BPL leadership is doing its best to monitor and respond to the situation.

New Part-Time Librarians and Interns – A. Wilkos had a full day of part-time librarian interviews today. E. Lane is hopeful that the hiring process for librarians and library assistant plays out well, and that there will be new staff onboarded by the end of summer to help bring equilibrium to staff workloads. Capitol Workforce interns started on Monday. The four interns are all high-school students, and they will assist across all three locations, as well as participate in social media and BPL Everywhere initiatives, such as the summer concerts.

Summer Reading 2026 – Summer reading is off to an amazing start, with 499 registrations. It has been wonderful to welcome new people into the library. E. Lane reminded everyone that summer reading is fully funded by Friends, and includes diverse programs for people of all ages.

New Art Exhibit – The new art exhibit at Prosser features paintings by Dolores Howard, a local artist. The reception is this Friday at 3:00 PM. The library now has a form on its website for local artists looking to showcase their work at Prosser. E. Lane noted that Dolores Howard's work looks great in the library, especially above the fireplace.

Sustainability CT – Nick Gabuzda, the town's environmental planner, was included in BPL's strategic plan roll-out, since the library worked with Nick on his efforts to obtain bronze certification for Bloomfield through Sustainable CT. Library staff members attended the Sustainable CT celebration event at the Hillstead where the town's certification was formally announced. BPL hopes to continue working with Sustainable CT, as sustainability is also a value of the American Library Association. Prosser LEED certification is looking positive and will be announced soon.

Employee of the Quarter – E. Lane formally acknowledged Rachel Tonucci as BPL's employee of the quarter and read the nomination into the record:

... for her outstanding professionalism, dedication, and commitment to serving our community. Rachel consistently goes above and beyond to assist patrons, approaching every interaction with patience, expertise, and a genuine desire to help others succeed. The library's Social Justice Mission Statement states, "At the heart of Bloomfield Public Library's mission is ensuring that staff and patrons are treated fairly and respectfully, that resources are provided equitably, and that we consistently strive toward inclusion for all members of the community we serve." Rachel repeatedly demonstrates these core principles in her daily interactions with our patrons and staff.

A key contributor to the launch of our Northstar Digital Literacy Program four years ago, Rachel continues to teach classes and provide one-on-one technology assistance that has made a lasting impact on our community. Since the program began, many patrons have gained valuable digital skills due in part to her efforts. The impact extends even further, as many of those patrons have gone on to help friends, family members, and fellow library users navigate technology with greater understanding and confidence. Through her leadership, service, and unwavering commitment to digital inclusion, Rachel exemplifies the very best of our library's mission and values.

Cooling Center – E. Lane reminded everyone that the library serves as a cooling center during extreme heat, and that people are always welcome to sit and enjoy the library's air-conditioned facilities or partake in its services and resources.

Home Grown Creative Series – The Home Grown Creatives Series is a new initiative to feature local artistic talent, as with tonight's concert, featuring Charmagne Tripp. There will be more home grown talent featured throughout the summer.

Management Furlough Days – E. Lane talked about the various stressors affecting the library staff. She noted that a week of management furlough days are part of FY27 budget and that she will tell the board more once details are known.

Bloomfield Messenger Article – E. Lane talked about the Bloomfield Messenger front page story featuring the Friends of the Library's bookstore, with a photo of Ally, the custodian at the library. E. Lane said the article shows the importance of having different voices and perspectives showcasing the library.

Migration and Monthly Stats – The transition to the new system is complete, though there are still some things being figured out by staff. E. Lane noted that some stats for May and June are still being finalized, due to the system migration and downtime. E. Lane reviewed the Monthly Metrics and Key Dates report for June. With over 10,900 total visits, June was the busiest month since the libraries reopened. E. Lane recommended that everyone check out the new Library Connection Mobile App, which is one of the best improvements of the recent migration. A. Wilkos and C. Siloac briefly described the progress the library has made with the new Polaris system, and the process for reporting issues and getting system improvements and fixes.

Board Questions/Comments – P. DeLorenzo asked about the staff appreciation day that was discussed last meeting. E. Lane said the day was more of a staff training day focused on the Polaris system, with a nice lunch from TJ Burritos included. It was a nice day overall.

Old Business

Discussion of Library Building Committee project timeline and impact to library services – This item was covered as part of the *Director's Report*. Later in the meeting, P. DeLorenzo noted that there was building committee meeting tomorrow night at 6:00 PM. The meeting will address progress on the McMahon Wintonbury exterior work and discuss the current financial outlook. Glen Garrity found boulders at Filley Park to use at McMahon Wintonbury, which is a cost-savings. C. Gwardyak asked how long building committee meetings will continue. P. DeLorenoz said that regular meetings ended in June, so all meetings going forward are special meetings. Meetings will continue until McMahon Wintonbury is finished. Downes will be managing the exterior work at McMahon. In response to a question. E. Lane noted that the first library building committee meeting was July 29, 2020.

Discussion of Fiscal Year 2027 Budget – E. Lane noted that one thing the library would like to include in future budgets is the cost of doing a mailer every year. The library received good feedback on the grand opening mailer.

New Business

Consider and Take Action Regarding Remaining 2026 Calendar Year Bloomfield Public Library Board of Trustees Meeting Schedule – E. Corbett had put this item on the agenda to discuss, due to anticipated scheduling conflicts in the fall with meeting start times, but she has been able to alter her own schedule instead. E. Lane noted that the board should be thinking about any potential meeting time or day changes ahead of setting the 2027 schedule in November. She also noted that the board may want to consider not putting July and August meetings on the regular schedule, similar to what was done in the past.

Citizens' Statements and Petitions – Ava Biffer noted that, in the original document calling for the formation of the library building committee, the library board has the responsibility of signing off on the building project.

Board Comments – The board discussed cancelling the August meeting. **MOTION by P. DeLorenzo to cancel the regular August 11, 2026 meeting and resume in September**; seconded by S. Chance and approved unanimously.

H. Frydman attended the No Hate banned books event and enjoyed it. The Prosser Library has become a destination. People from other towns came to the event. It was a good opportunity to meet people that you wouldn't have met before. H. Frydman also noted how great the Junteenth parade was and expressed an interest in seeing the Friends or the library with a car in the parade.

B Merritt plans on attending the Beer and Books program at Back East Brewery, a partnership with Granby and Simsbury libraries. Exchanging books. The board discussed the importance of the library as a community institution where there is something for everyone.

Approval of the Minutes

MOTION by H. Frydman to accept the minutes of the June 9, 2026 meeting; seconded by C. Gwardyak and approved as submitted.

MOTION by H. Fryman to adjourn the meeting; seconded by B. Merritt and approved.

The meeting was adjourned at 6:50 PM.

Respectfully submitted,

Christopher Siloac
Assistant Director