AGENDA
SIMSBURY PUBLIC LIBRARY – BOARD OF TRUSTEES
Town of Simsbury, Connecticut
Regular Meeting
Monday, July 20, 2026 at 7:00 P.M.
Simsbury Public Library – Weatogue Room
Join meeting on Zoom:
https://us06web.zoom.us/j/83115912140

1. Call to Order – Establish Quorum
2. Pledge of Allegiance
3. Approval of Minutes of the Regular Meeting – June 15, 2026
4. Approval of Minutes of the Special Meeting – June 24, 2026
5. Public Audience
6. Communications
7. Friends' Report
8. Board of Selectmen Liaison Report
9. Chair's Report
10. Director's Report
11. June Finance Report
12. Greater Hartford Gives Town Partnership
13. Strategic Planning Committee
14. No Meeting in August
15. Adjournment

Respectfully Submitted,

Cameron DiSanto
Administrative Secretary

Library Board of Trustees

Regular Meeting
June 15, 2026 – 7:00 P.M.
Simsbury Public Library – Weatogue Room
728 Hopmeadow Street, Simsbury, CT 06070

MINUTES

I. **CALL TO ORDER –** Chair McGrath called the meeting to order at 7:00 P.M.

Present: Chair, Holly McGrath; Vice Chair, Polly Rice; Secretary, Mary Glassman; Co-Chair of Strategic Planning Committee, Don Heymann; President of the Friends, Greg Golinkski; Trustees: Heather Czuchta, Anne Erickson, Marianne O'Neil, Susan Ray, and Laurie Shinaman; Simsbury Public Library Director, Lisa Miceli; President of the Friends, Greg Golinksi; and Liaison to the Board of Selectmen, Diana Yeisley.

All present stood for the Pledge of Allegiance.

II. APPROVAL OF MINUTES

May 18, 2026, Regular Meeting

Strategic Planning Committee Co-Chair Heymann amended Line 93 to read "…it is over budget by…"

MOTION: Trustee O'Neil made a motion, seconded by Chair Rice, to approve the Minutes of the May 18, 2026, Regular Meeting as amended. The motion carried unanimously. (9-0-0)

III. PUBLIC AUDIENCE

No public audience.

IV. COMMUNICATIONS

Secretary Glassman stated everyone can sign up for Summer Reading and adults receive decorated notecards upon registering.

Chair McGrath acknowledged and thanked the many Library Staff and volunteers who prepared the notecards.

V. FRIENDS' REPORT

President Golinski reported the Annual Author Luncheon was very successful, and they are collecting books for the Annual Book Sale on Tuesdays and Fridays 10 A.M. – 12:00 P.M. and Saturdays 10 A.M. – 1:30 P.M.

VI. CHAIR'S REPORT

No Chair's Report.

VII. DIRECTOR'S REPORT

Library Director Miceli reported:

- The Deputy Director job description was approved by the Personnel Sub-Committee and will be on the Agenda of the Board of Selectmen July meeting.
- Teen Services Librarian Mary Richardson collaborated with Simsbury High School's English Language Arts Program for their Asian American and Pacific Islander Month Program.
- The Library's software has been migrated. The website launch has been pushed to September.
- The Library will be at the Juneteenth Celebration at Simsbury Meadows on Saturday, June 20.

VIII. MAY FINANCE REPORT

Library Director Miceli reported they have roughly $100,000 in savings mostly from personnel costs but are not permitted to use those funds but are able to use the estimated $10,000 from other lines. Staff is spending down the $10,000.

IX. AMENDED FRIENDS OF THE LIBRARY GIFT 2024-2025 ACCEPTANCE

Library Director Miceli stated that in the fall the Board accepted a gift of $93,456 from the Friends but after an audit the total gift was $97, 194.49 which needs to be accepted.

MOTION: Trustee Shinaman made a motion, seconded by Trustee O'Neil, to accept the amended amount of $97,194.49 as a gift from the Friends. Trustee Ray abstained. The motion carried. (8-0-1)

X. PRIMARY VOTING JULY 31 – AUGUST 10

Library Director Miceli stated Primary Voting will now be held at Simsbury Town Hall, but the FSPL Room will still be vacant as the scheduled programs have existing locations.

XI. EV CHARGERS

Selectman Yeisley stated that Eversource offered a grant for the Town to install three Level 2 EV charging stations. Town Hall would have one station, while the Library would have a station in each parking lot. All stations would require the user to pay.

The Board supports the Town receiving the grant while not having a station in the upper parking lot. There is no unanimous agreement on whether to have a station in the lower parking lot.

MOTION: Secretary Glassman made a motion, seconded by Trustee Shinaman, for an existing Library parking space not to be compromised. Vice Chair Rice and Trustee Ray abstained. (7-0-2)

MOTION: Vice Chair Rice made a motion, seconded by Trustee Ray, to oppose the Library's involvement with the grant. Chair McGrath and Secretary Glassman opposed the motion. Strategic Plan Committee Co-Chair Heymann abstained. The motion carried. (6-2-1)

Selectman Yeisley recommended that the Library Board of Trustees send a letter to the Board of Selectmen explaining the Library's parking needs; to which Chair McGrath offered to do.

XII. GREATER HARTFORD GIVES FOUNDATION PARTNERSHIP WITH TOWN

The Board is tabling the discussion as the Board of Selectmen has also tabled the discussion.

XIII. STRATEGIC PLANNING COMMITTEE

Strategic Planning Committee Co-Chair Heymann stated they are meeting next Wednesday and will be doing evaluations of the survey results.

MOTION: Trustee Shinaman made a motion, seconded by Trustee O'Neil, to amend the Agenda to include "LIAISON TO THE BOARD OF SELECTMEN'S REPORT" The motion carried unanimously. (9-0-0)

XIV. LIAISON TO THE BOARD OF SELECTMEN'S REPORT

Selectman Yeisley reported that:

- The Hometown Heros Ceremony was a great event.
- The walkthrough of the PAC project at The Meadows will be tomorrow which will most likely allow Juneteenth to utilize the stage.
- There will be a public hearing on the revisions to the Board of Ethics Policy.
- The BOS approved the question concerning the Charter Revision for the ballot.

MOTION: Trustee Ray made a motion, seconded by Trustee O'Neil to move into Executive Session. The motion carried unanimously. (9-0-0)

Chair McGrath called the meeting into Executive Session at 7:58 P.M.

XV. EXECUTIVE SESSION TO DISCUSS LIBRARY DIRECTOR PERFORMANCE REVIEW

Executive Session closed at 8:55 PM. No action was taken.

XVI. ADJOURNMENT

MOTION: Trustee Ray made a motion, seconded by Trustee Erickson to adjourn the meeting.

The meeting adjourned at 8:56 PM.

Respectfully submitted,

Amanda Blaze
Commission Clerk

Library Board of Trustees

Special Meeting
June 24, 2026 – 7:00 P.M.
Simsbury Public Library – Barnes Room
728 Hopmeadow Street, Simsbury, CT 06070

MINUTES

I. CALL TO ORDER – Madam Chair Holly McGrath called the meeting to order at 7:03 P.M.

Present: Chair, Holly McGrath; Vice Chair, Polly Rice; Secretary, Mary Glassman; Co-Chair of Strategic Planning Committee, Don Heymann; Trustees: Heather Czuchta, Anne Erickson, Marianne O'Neil, and Susan Ray.
Absent: Laurie Shinaman

All present stood for the Pledge of Allegiance.

II. PUBLIC AUDIENCE - Chair McGrath recognized Mrs. O'Neill for public comment.

a. Mrs. O'Neil noted the passing of Gail Ryan, an outstanding member of the Simsbury Library Board of Trustees and a Simsbury Hometown Hero awardee. She said Mrs. Ryan was elected to the Library Board of Trustees in 1991 and was an active member until December 2019. She served as chair of the Board for 10 years. She also served as chair of the search committee for the appointment of current Library Director Lisa Miceli and was on the search committee for Lisa's predecessor Susan Bullock.
Chair McGrath asked the Board to observe a moment of silence in honor of Mrs. Ryan.

III. EXECUTIVE SESSION – Vice Chair Rice made a motion, seconded by Ms. Erickson to adjourn to Executive Session to discuss the performance review of the Library Director at 7:03 P.M. The motion carried unanimously.

Executive session closed at 8:03 P.M. Vice Chair Rice made a motion, seconded by Ms. Erickson to accept the performance review of the library director. The
The motion passed unanimously.

IV. ADJOURNMENT – Ms. Glassman mad a motion, seconded by Mr. Heymann to adjourn. The motion carried unanimously and the meeting adjourned at 8:03 P.M.

Respectfully submitted,
Mary Glassman, Corresponding Secretary

Simsbury Public Library
Director's Report
July 2026

Simsbury Library is the center of an inclusive community that values and welcomes peoples of all abilities, cultures and lived experiences.

- 350 people of all ages attended the Pride Picnic, nearly 100 more than attended last year. This event was a collaboration between the Library, the Diversity, Equity and Inclusion Council, Social Services and the Senior Center.

Adult

- Adult Services launched its 2026 Summer Reading Challenge. Participants compete 16 self-guided reading challenges to earn a limited-edition notecard designed by Marianne Berman.
- Department staff presented
  - Bars, Bookstores and Ballrooms: A History of LGBTQ+ Spaces (6).
  - Folk Songs: Derek Piotr Archive (12).
  - America 250: Connecticut Tunes and Tales of the Revolution (38).

Borrowing & Technical Services

- The Library welcomed 30,292 visitors in June.
- 132 new cards were issued.
- Volunteers contributed 34 hours of service, a savings of $1,174 to the Town.

Business & Career Center

- The Business & Career Center offered the following programs in June
  - Spring Job & Career Series
    - Age, Search and Winning Strategies (5).
    - Search Strategies for College Students (6).
  - Resume Recipe – Career Success Stories (5).
  - Monthly Investment Group.

Children's

- Children's Department staff created displays for Pride Month, Juneteenth, Father's Day, July 4th and the World Cup.
- Programming celebrating Juneteenth and America 250 were offered.

Teen

- The June display featured Pride books. Teen Services Librarian Mary also created a poster highlighting quotes from Harvey Milk and teen books about the queer experience.

The Library is a safe place for exploration that offers free and equal access to digital and physical resources

Adult

- Adult Services presented 45 programs which were attended by 955 people.
- 25 volunteers presented programs in June, saving the Library approximately $3,600 in programming costs.

Borrowing & Technical Services

- New Library catalog tablets have been purchased and will be available for visitors to search the database next month.
- June displays included Summer Reads, Pride Pools, Ponds & Oceans, Campfire Tales, Road Trips, Royalty and America 250.
- 32,208 physical items were borrowed in June. This reflects $675,000 worth of material. This down 9% from last June, likely due to the fact that holds were paused for a number of weeks just before and after the software migration.
- Digital content borrowing was up 7% over June 2025.
- The new Library Connection App is available. This allows people to search the catalog, reserve material and also allows for self-checkout.

Business & Career Center

- The launch date for the new website is the week of September 14.

Children's

- Head of Children's Services/Deputy Director Stephanie completed Summer Reading visits at Tootin Hills, Latimer Lane, Squadron Line and Tariffville Schools, engaging with 1,746 kids. Summer Reading information was also provided to 678 students at Henry James.
- Summer Reading Program kicked off on June 22. At this time, there are 2.300 people of all ages taking part.

Through in-person and virtual engagement with information and people, the Library inspires people to learn about themselves, their community and the world.

Adult

- Department staff
  - Notarized 61 documents.
  - Reserved 285 conference and study rooms.
  - Coordinated 48 lower level room reservations for non-Library events.
  - Processed 1 passport.
- The Department offered hands-on activities which included
  - Cookbook Club (11).
  - Writers' Meetup (16).
  - Flavor of the Month (45).
  - Morning Knitting (51).
  - Uke Hoot (25).
  - 3D Printing Workshops (5).
  - Inspired Hands Embroidery Group (8).

Borrowing & Technical Services

- Library Services Assistant Cathy is working to schedule an outreach visit to Ojakian Commons and on a project to provide greater resources to our aging community. The goal is for her work to become part of a grant application in the future to fund the resources.

Business & Career Center

- Addition Business & Career Center programs included
  - Canva for Business (11).
  - Monday Maker Club (7).
  - Knitting with Simsbury Yarns.
  - Meet the Maker; Party Your World (7).
  - Embroidery Machine, Cricut and 3D Printer (52).

Children's

- Seasonal programs in June included
  - Father's Day Card Making (23).
  - Juneteenth Craft (5).
  - Flag Day Craft (48).
  - Summerween Summer Reading Kickoff Party (375).
- Department staff partnered with the Hartt School Community Division to offer a Meet a Ballerina dance program (29). This partnership saved the Library $200 in programming funds.
- Summer learning experiences included
  - the Whalemobile, a 40 foot inflatable whale that kids got to go inside of to learn about whale anatomy and conservation (67).
  - Goats Galore, where kids got to learn about and cuddle with baby goats (123).

Teen

- Summer Reading kicked off with a Summerween Party (21). The Party featured Halloween activities with a summer spin. Teens were encouraged to come in costume.
- There was a Goats Galore session just for teens (13).
- There were two Craft & Chill events in June (14). The first event had teens make wool felted bowls with Simsbury Yarns. The teens also worked with Kirstin from Gather on Hopmeadow to make zentangles.
- Blake Seers of Torch Tales presented a role play game writing workshop (2).
- The first week of summer Game Club featured video games on the Switch (4).
- Anime Club featured Manga Madness (5).
- Simsbury Yarns presented a Beginner Crochet class for teens (6).
- Teen Advisory Board met twice in June (29).
- Teen volunteers completed 74 hours of service in June, saving the Library approximately $2,574.

Simsbury Library supports a thriving economy with information, tools and connections to promote businesses, non-profits and careers

- I am working with Town Hall's Management Specialist Franklyn Barreuco to update the Town's Library Ordinance which dates from 1968.

Adult

- The Department is partnering with Elise Cusimano of Tariffville's Lifestyle Coaching & Yoga to offer Summer Morning Yoga (6).
- The Adult Services team represented the Library at Simsbury Grange's Annual Agricultural Fair.McLean to present a program on File of Life (9).
- Department staff partnered with Social Services, the Senior Center and McLean on a File of Life program.

Borrowing & Technical Services

- Borrowing & Technical Services staff represented the Library at the Juneteenth event.

Business & Career Center

- Business & Career Center Coordinator Cyn's new job description reflecting her shared work between the Library and Town Hall was approved by the Board of Selectmen at their July 13 meeting. This job description comes with a new position title of Business Development Coordinator. We expect her shared position to begin in the next month.
- Cyn had 56 interactions with clients, businesses and the community through email, phone and appointment.
- June Meet the Merchant was The Green Teahouse.

Children's

- Stephanie offered StoryTown storytime visits to other Town departments and local sites. In June StoryTown was held at the Historical Society. Families toured the barn and wigwam as part of the program (53).
- Local entrepreneur Blake Seers of Torch Tales offered a Dungeons & Dragons program for kids.
- Kristin Hocker of Gather on Hopmeadow is offering weekly craft programs for kids.
- Children's Department staff and Circulation staff worked collaboratively to solicit Summer Reading raffle prizes this year. There are a record number of 26 business sponsors this year. A total value of $1,200 in raffle prizes was donated. Corporate sponsors this year include Geislers/Fitzgerald's, Hartford Athletic, Ben & Jerry's and Raising Cane. The total donation value of weekly prizes exceeds $20,000.
- The Children's Department is working with a local teen volunteer who is interested in children's programming and working with children to give her some experience in these areas.

Teen

- Mary visited all the 6th grades in the public schools to promote the Summer Reading Program.
- Mary also represented the Library at the Senior Center/Social Services intergenerational Tie Dye Picnic (86).

Town of Simsbury

YEAR-TO-DATE BUDGET REPORT

June 2026

7/6/26

FOR 2026 13

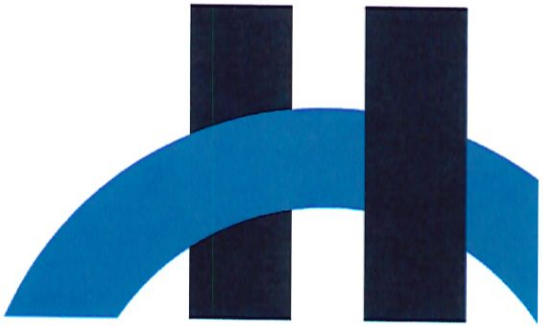
			ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
10047100 GF-Library Administration								
10047100	51010	LbAm*Full-Time	522,962	522,962	528,116.38	.00	-5,154.38	101.0%
10047100	51020	LbAm*Part Time	160,000	160,000	169,566.16	.00	-9,566.16	106.0%
10047100	51030	LbAm*Overtime	0	0	14.89	.00	-14.89	100.0%
10047100	52200	LbAm*Contractual Se	59,364	59,364	60,279.49	.00	-1,042.81	101.8%
10047100	52510	LbAm*Copy & Printin	2,900	2,900	1,301.82	.00	1,598.18	44.9%
10047100	52520	LbAm*Bank Fees	0	0	.00	.00	.00	.0%
10047100	52550	LbAm*Postage	0	0	711.50	.00	-711.50	100.0%
10047100	53100	LbAm*Office Supplie	4,500	4,500	2,848.50	.00	1,427.44	68.3%
10047100	53105	LbAm*Tech & Program	8,885	8,885	6,387.69	.00	292.31	96.7%
10047100	53106	LbAm*Innovator's Wo	2,740	2,740	2,658.67	.00	81.33	97.0%
10047100	54310	LbAm*Equipment Main	25,688	25,688	32,501.97	.00	-7,379.57	128.7%
10047100	57400	LbAm*Conferences &	0	0	1,272.70	.00	-1,272.70	100.0%
10047100	57800	Travel	0	0	588.29	.00	-588.29	100.0%
10047100	57910	LbAm*Dues & Subscri	2,492	2,492	1,491.79	.00	1,000.21	59.9%
10047100	57950	LbAm*COVID 19	0	0	.00	.00	.00	.0%
10047100	58560	LbAm*Tech & Program	0	0	.00	.00	.00	.0%
10047100	58810	LbAm*Computer Softw	5,200	5,200	1,377.92	.00	3,822.08	26.5%
10047100	58960	CNR-Computer Replac	12,640	12,640	12,640.00	.00	.00	100.0%
TOTAL GF-Library Administration			807,371	807,371	821,757.77	.00	-17,508.75	101.8%
TOTAL EXPENSES			807,371	807,371	821,757.77	.00	-17,508.75	
10047200 GF-Library Adult & Young Adult								
10047200	51010	LbAd*Full-Time	325,254	325,254	326,886.13	.00	-1,632.13	100.5%
10047200	51020	LbAd*Part Time	62,488	62,488	63,794.07	.00	-1,306.07	102.1%
10047200	51030	LbAd*Overtime	0	0	.00	.00	.00	.0%
10047200	52200	LbAd*Contractual Se	10,480	10,480	182.79	.00	10,297.21	1.7%
10047200	52201	Contractual Svs - T	0	0	3,060.00	.00	-3,060.00	100.0%
10047200	52202	Contractual Svs - B	0	0	6,107.10	.00	-6,107.10	100.0%
10047200	53105	LbAd*Tech & Program	11,774	11,774	3,018.81	.00	8,734.24	25.8%
10047200	53150	LbAd*Reference Mate	175,702	175,702	108,111.50	.00	67,590.50	61.5%
10047200	53151	LbAd*Reference Mate	0	0	10,013.72	.00	-10,644.04	100.0%
10047200	53152	LbAd*Reference Mate	0	0	30,002.06	.00	-30,886.16	100.0%
10047200	53153	LbAd*Reference Mate	0	0	503.91	.00	-503.91	100.0%
10047200	53154	LbAd*Reference Mate	0	0	11,390.07	.00	-12,768.49	100.0%
10047200	53155	LbAd*Management Ser	0	0	6,907.05	.00	-6,907.05	100.0%
10047200	53156	LbAd*Downloadables	0	0	.00	.00	.00	.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

		ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL GF-Library Adult & Young Ad		585,698	585,698	569,977.21	.00	12,807.00	97.3%
TOTAL EXPENSES		585,698	585,698	569,977.21	.00	12,807.00	
10047300 GF-Library Children's							
10047300 51010	LbCh*Full-Time	242,066	242,066	213,146.09	.00	28,919.91	88.1%
10047300 51020	LbCh*Part Time	134,596	134,596	131,556.45	.00	3,039.55	97.7%
10047300 51030	LbCh*Overtime	0	0	30.11	.00	-30.11	100.0%
10047300 52200	LbCh*Contractual Se	4,250	4,250	4,598.75	.00	-348.75	108.2%
10047300 52510	LbCh*Copy & Printin	100	100	.00	.00	100.00	.0%
10047300 53105	LbCh*Tech & Program	4,000	4,000	4,708.01	.00	-708.01	117.7%
10047300 53150	LbCh*Reference Mate	46,740	46,740	48,798.84	.00	-4,689.55	110.0%
TOTAL GF-Library Children's		431,752	431,752	402,838.25	.00	26,283.04	93.3%
TOTAL EXPENSES		431,752	431,752	402,838.25	.00	26,283.04	
10047400 GF-Library Buildings & Grounds							
10047400 52350	LbBld*Town Custodia	2,100	2,100	.00	.00	2,100.00	.0%
10047400 53105	LbBld*Tech & Progra	0	0	.00	.00	.00	.0%
10047400 53200	LbBld*Building Supp	6,300	6,300	5,987.62	.00	290.66	95.4%
10047400 53210	LbBld*Cleaning Supp	6,500	6,500	2,956.40	.00	3,543.60	45.5%
10047400 54310	LbBld*Equipment Mai	18,450	18,450	6,203.50	.00	12,131.00	34.2%
10047400 54330	LbBld*Facilities Ma	10,000	10,000	33,773.78	.00	-53,936.68	639.4%
10047400 55110	LbBld*Water Charges	2,373	2,373	3,013.08	.00	-640.08	127.0%
10047400 55120	LbBld*Sewer Use Fee	1,110	1,110	.00	.00	1,110.00	.0%
10047400 55210	LbBld*Natural Gas/P	35,728	35,728	26,784.17	.00	8,943.83	75.0%
10047400 55220	LbBld*Electric	110,153	110,153	62,470.46	.00	41,486.94	62.3%
10047400 55240	LbBld*Town Bldg Hea	1,357	1,357	.00	.00	1,357.00	.0%
10047400 55350	LbBld*Refuse Dispos	2,430	2,430	2,705.88	.00	-275.88	111.4%
10047400 57950	LbBld*COVID 19	0	0	.00	.00	.00	.0%
TOTAL GF-Library Buildings & Grou		196,501	196,501	143,894.89	.00	16,110.39	73.2%
TOTAL EXPENSES		196,501	196,501	143,894.89	.00	16,110.39	
GRAND TOTAL		2,021,322	2,021,322	1,938,468.12	.00	37,691.68	95.9%

** END OF REPORT - Generated by Karim Lisa **



GREATER HARTFORD GIVES FOUNDATION

Proud to partner with the Town of Simsbury