Library Board of Trustees

Regular Meeting
September 14, 2026 – 7:00 P.M
Simsbury Public Library – Weatogue Room
725 Hopmeadow Street, Simsbury, CT 06070

MINUTES

I. CALL TO ORDER- Madam 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 Plan Committee, Don Heymann; Board of Trustees: Heather Czuchta, Anne Erickson, Marianne O'Neil (virtual), Susan Ray, and Laurie Shinaman; Simsbury Public Library Director, Lisa Miceli; President of the Friends of the Library, Greg Golinski.

All present stood for the Pledge of Allegiance

II. APPROVAL OF MINUTES

July 20, 2026, Regular Meeting
Madam Chair McGrath amended line 13 to correct the spelling of "Golinkski" to "Golinski" and remove the second listing of Greg Golinski's name in line 15.

MOTION: Vice Chair Rice made a motion, seconded by Trustee Shinaman, to approve the Minutes of the July 20, 2026 Regular Meeting as amended. The motion carried with one abstention. (10-0-1)

III. PUBLIC AUDIENCE

Lori Boyko, 15 Oakhurst Road, Simsbury expressed concern regarding the documentation and accounting of the Friends of the Simsbury Public Library funds.

IV. COMMUNICATIONS

a. Valley Life Article
Madam Chair McGrath reported on a Valley Life article highlighting JJ Hanrahan and the Little Free Pantry project at the Library.

V. FRIENDS' REPORT

President Golinski reported on the annual big book sale held over Labor Day Weekend. Damage occurred to the floor of the high school gymnasium from the weight of the tables used during the book sale. A contractor is scheduled to inspect the damage and provide an estimate for repairs. The Friends will provide an update regarding the repair estimate and the ability to use the high school for future book sales.

Preliminary proceeds were reported at approximately $58,000-$59,000, with the total expected to be approximately $60,000 after the book store sales are included. The amount was reported to be comparable to previous years.

President Golinski explained that Library Director Miceli develops a proposed annual support budget, which is reviewed by the Friends Finance Committee, then reviewed by the full Friends Executive Board. The Friends subsequently pay approved invoiced throughout the fiscal year rather than providing the Library with a single unrestricted payment. The Board discussed the value in sharing the Library Support Budget and a breakdown of the other financial support. Chair McGrath expressed appreciation for the Friends' fundraising and ongoing support of the Library.

VI. BOARD OF SELECTMEN LIAISON REPORT

No report.

VII. CHAIR'S REPORT

Chair McGrath reported that the Town has requested a year-end report concerning the Chair's activities. The Chair is preparing the report and will provide a copy to the Board when completed.

VIII. DIRECTOR'S REPORT

Library Director Miceli reported:

- The Library's elevator has been repaired.
- The Library's intergenerational summer reading program was reported to be the most successful to date, with more than 3,300 participants and 26 local business sponsors, in addition to support from the Friends.
- The Library hosted a job fair and are preparing for the second Age in Place Expo, being held in partnership with the Aging and Disability Commission and Senior Center.

The Board discussed the Library's website launch and the need to ensure that meeting dates and schedules displayed on the website are current.

Chair McGrath commended the Library's community outreach and partnerships and expressed appreciation for staff engagement throughout the community.

IX. JUNE, JULY & AUGUST FINANCE REPORTS

June

Library Director Miceli reported that the outstanding invoices had been paid by the end of August. Building and grounds expenses were separated beginning July 1, and therefore were not reflected in the same manner as the prior fiscal year.

July

The July report included the Library's annual assessment from Library Connection under Library Administration.

August

The August report reflected an increased spending on children's reference materials. Library Director Miceli explained that funds were used to update the nonfiction collection and replace or update materials that were outdated. There was some damage to large-print materials from a leak associated with an air-conditioning compressor. Staff responded promptly to the leak and protected affected materials.

X. LEGISLATIVE DIRECTED FUNDS

Library Director Miceli explained that the Legislative Directed Funds are funds committed to the town by Senator Honig. They have since learned that it is a grant process. The Library is working with the Deputy Town Manager and Town staff to determine the process for accessing the funds. The process has been complicated by changes to state software systems and communication with the State Library. The Board will receive additional information as the Town's grant process develops.

XI. SIMSBURY COMMUNITY FUND GRANT PROJECT

Library Director Miceli reported on an application submitted to the Simsbury Community Fund for a project titled "Connection and Conversation" in partnership with the Aging and Disability Commission, Senior Center, and Skybrooke at Simsbury. The proposed project would provide programming and materials for seniors, particularly individuals with cognitive impairments and their caregivers.

Proposed purchases include:

- Reading2Connect books designed for seniors and individuals with cognitive impairment

- Senior Sewing Cards
- Special Conversation Packs

XII. LAPTOP CONNECT PROGRAM

Library Director Miceli reported that the Laptop ConneCT Program is administered through the Connecticut State Library and Department of Energy and Environmental Protection.

The program provides laptops to participating public libraries for long-term loans to eligible community members.

The Library currently has 10 laptops available. Applicants must be at least 18 years old and eligible for state or federal assistance. The Library is working with the Senior Center and Social Services to verify eligibility.

Applications are being accepted through the end of September. If more than 10 eligible applicants are received, a lottery will be conducted.

The laptops may be loaned for up to five years. Technical support is provided through an 800-number, and the Library's responsibility for the device is limited once it has been lent to a borrower.

The program is intended to increase digital access in the community.

XIII. ACCEPTANCE OF FRIENDS OF THE SIMSBURY PUBLIC LIBRARY 2025-2026 GIFT - $101,566

The Director reported that she had reviewed and reconciled the Friends' invoices with the Friends' Treasurer and that the figures matched.

Board members requested additional detail regarding the composition of the $101,566 total, including a comparison of the Friends' approved budget with actual expenditures. The Board discussed the importance of maintaining a clear paper trail and conducting a reconciliation at the end of each fiscal year.

The Board also discussed the distinction between the Friends' regular support budget and additional expenditures for special projects and other Library enhancements.

MOTION: Trustee Shinaman made a motion, seconded by Vice Chair Rice, to postpone acceptance of the $101,566 gift until next meeting, pending receipt and review of supporting details. The motion carried unanimously. (11-0-0)

XIV. STRATEGIC PLANNING COMMITTEE

Co-Chair of Strategic Planning Committee Heymann reported that all survey results were compiled and analyzed. The Committee decided on the four proposed goals:

1. Simsbury Library welcomes everyone and fosters social connections and understanding in a safe, vibrant learning community.
2. Simsbury Library provides a safe and accessible space to explore and access physical and digital resources and technology support.
3. Simsbury Library supports a community that values and welcomes people of all abilities, cultures, and experiences.
4. Simsbury Library provides learning opportunities through it's Business and Career Center while promoting local economic development.

The Board discussed wording within the goals and supporting objectives, including language concerning designated spaces and resources for children and teens. The discussion reflected feedback received through the community survey regarding the needs of children, teens, and individuals with special needs.

Board members were invited to submit additional comments to members of the Strategic Planning Committee for consideration at the Committee's upcoming meeting.

XV. ADJOURNMENT

MOTION: Trustee Erickson made a motion, seconded by Trustee Ray, to adjourn the meeting. The motion carried unanimously. (11-0-0)

Madam Chair McGrath adjourned the meeting at 7:56 P.M.

Respectfully Submitted,

Cameron DiSanto
Administrative Secretary