Library Board of Trustees

Regular Meeting
November 16, 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; President of the Friends of the Library, Greg Golinski; Co-Chair of Strategic Plan Committee, Don Heymann; Board of Trustees: Heather Czuchta, Anne Erickson, Marianne O'Neil, Susan Ray, and Laurie Shinaman; Simsbury Public Library Director, Lisa Miceli; and Liaison to the Board of Selectmen, Diana Yeisley.

All present stood for the Pledge of Allegiance

II. APPROVAL OF MINUTES

October 19, 2026, Regular Meeting
Madam Chair McGrath amended line 96 to correct the spelling error of "Sensory" to "Simsbury", line 189 to correct the title of "Co-Chair" to "Vice Chair", and line 191 to clarify that Trustee Ray abstained from voting on the motion.

MOTION: Trustee O'Neil made a motion, seconded by Trustee Heymann, to approve the Minutes of the October 19, 2026 Regular Meeting as amended. The motion carried with one abstention by Secretary Glassman who did not attend the October meeting. (9-0-1)

III. PUBLIC AUDIENCE

No public audience.

IV. COMMUNICATIONS

No communication.

V. FRIENDS' REPORT

President Golinksi shared the following updates:

Staff Appreciation Event: The Friends will host a gathering for library staff on Thursday, December 10, 2026, at noon. Trustees are welcome to attend.

Book Sale Area Repairs: Repairs related to damage in the High School Gymnasium from the book sale tables are pending. The estimated cost is approximately $3,700. Work is anticipated to take place over Thanksgiving weekend, requiring at least one full day without access to the area. Payment will be made by the Friends of the Library once the repairs are completed. The area continues to be used in the meantime.

Recent Bus Trip: A recent Friends bus trip to the Culinary Institute of America in Hyde Park was reported as successful.

Upcoming Bus Trip: The next bus trip is tentatively scheduled for June 3, 2027. The destination will be Hildene, the former home of Robert Todd Lincoln, in Manchester, VT. The estate features historic exhibits and gardens. Additional trip details will be provided as they become available.

Night of 1,000 Stars: Trustees shared positive feedback about the recent event, highlighting its meaningful community connections and the quality of the event.

VI. BOARD OF SELECTMEN LIAISON REPORT

Selectman Yeisley provided updates on municipal activities:

Budget Transfer: Following review by the Board of Finance, an amended year-end budget transfer was approved. The transfer included $23,000 previously cut from the library's materials budget to be reinstated.

Upcoming Public Hearings: Two public hearings are scheduled for the December 14 Board of Selectman meeting:

- Proposed changes regarding alcohol use in town buildings.
- Proposed revisions to the town's open burning ordinance and related language

Trustees were encouraged to review the Board of Selectmen's agenda materials and submit comments if interested.

Capital Planning: The Board of Selectmen has begun reviewing capital needs for upcoming budget cycle, with an emphasis on developing a longer term, 10 to 20 year

capital plan.

Sensory Santa Event: The annual Sensory Santa event will take place at the Library on December 12, beginning at 1:00. The event is intended for families and individuals with disabilities. Private sensory-friendly visits with Santa will be available by appointment, with additional activities, crafts, and refreshments provided. Registration is available through the town's Aging and Disability Commission website and Facebook page. Volunteers are welcome.

VII. CHAIR'S REPORT

No Chair's Report.

VIII. DIRECTOR'S REPORT

Library Director Miceli provided updates on services, technology, and library operations.

Technology Distribution: The library is continuing to distribute laptops, with eight additional laptops still anticipated. Staff shared positive feedback about the impact of the technology provided to recipients.

Staff Development: 29 staff members attended a staff development program focused on AI presented by Raegan Armata. Trustees expressed support for continued staff education regarding emerging technologies and AI.

Conversation and Connection Grant: The library received a Simsbury Community Fund grant for its Conversation and Connection program, which supports those experiencing cognitive challenges. A funding shortfall of approximately $220 remains. Director Miceli is seeking additional contributions from community partners.

Automatic Door Repairs: The automatic handicap-accessible door at the Children's Room is currently not functioning. The library is working with Public Works to complete the necessary repairs.

Elevator: The elevator was confirmed to be operational.

Halloween Children's Costume Event: Trustees praised the staff for organizing a successful children's costume event. The event was well attended and generated strong community engagement.

Early Voting: The library served as an early voting location. Trustees noted the signage and traffic flow were well organized, with no complaints regarding parking. The library's clear signage was specifically recognized as helpful to voters. Election participation at the library was reported as high.

Notary Services: Adult services reported notarizing 101 documents during the reporting period, which was higher than usual. Trustees noted that the free service and evening hours may contribute to its popularity.

IX. OCTOBER FINANCE REPORT

The Board reviewed the October financial report.

The Board was informed that the budget development process has begun. The Library's budget is expected to be presented for approval by the Library Board on January 4, 2027, before being submitted to the Town Manager.

X. LIBRARY BOARD ADVOCACY

The Board discussed the Connecticut Library Association's legislative advocacy efforts and the importance of increased state funding for public libraries.

The Trustees discussed a draft advocacy letter addressed to Senator Honig and Representative Osborne requesting support for increased state library funding.

Suggested revisions included:

- Adding Connecticut's ranking of 39th nationally in support per capita.
- Including a statement of appreciation for the legislators' continued service and support of the community.
- Listing the names of all the Trustees.

MOTION: Secretary Glassman made a motion, seconded by Trustee Ray, to approve the revised advocacy letter and send it on behalf of the Board. The motion carried unanimously. (10-0-0)

XI. PROPOSED 2027 MEETING DATES

The Board reviewed the proposed 2027 meeting dates.
The January 2028 meeting was moved from January 10 to January 3.

MOTION: Vice Chair Rice made a motion, seconded by Trustee Ray, to approve the proposed meeting schedule with the January 3, 2028 adjustment. The motion carried unanimously. (10-0-0)

XII. STRATEGIC PLANNING COMMITTEE

Co-Chair of the Strategic Planning Committee Heymann reported that the first draft of the Library's strategic plan has been completed. Trustees praised the work completed by Stephanie in preparing the document.

The committee is scheduled to review the draft at the next meeting on November 18. Any final revisions will be incorporated before the plan is presented to the Board of Trustees for approval at the December meeting.

XIII. ADJOURNMENT

MOTION: Trustee O'Neil made a motion, seconded by Trustee Czuchta, to adjourn the meeting. The motion carried unanimously. (10-0-0)

Madam Chair McGrath adjourned the meeting at 7:33 P.M.

Respectfully Submitted,

Cameron DiSanto
Administrative Secretary