



Director's Report to Library Trustees for May 12th, 2025

Gleason Public Library

FY25 Budget as of 5/9/2025 (14.25% of fiscal year remaining)

Account #	Account Name	Account Type	FY25 Budget	\$ Remaining	% Remaining
Library Accounts					
01610510 511050	Director Wages	Operations	112,007	17,594.91	15.71%
01610510 511050	Staff Wages	Operations	395,775	76,744.20	19.39%
01610510 511055	Custodial Wages	Building	41,963	5,086.60	12.12%
01610520 524000	Automation	Operations	29,300	(278.01)	-0.95%
01610520 530000	Training & Meetings	Operations	800	(318.85)	-39.86%
01610520 530010	Office Supplies	Operations	4,000	(23.31)	-0.58%
01610520 542000	Repair & Maint.	Building	224	(21.76)	-9.71%
01610520 545000	Building Supplies	Building	3,700	1,561.02	42.19%
01610520 551000	Books	Materials	30,000	4,131.05	13.77%
01610520 551030	Teen Books	Materials	4,500	1,199.36	26.65%
01610520 551020	Children's Books	Materials	15,500	3,293.71	21.25%
01610520 551005	Digital	Materials	35,000	1,045.14	2.99%
01610520 551010	Audio	Materials	7,000	1,611.94	23.03%
01610520 551015	Visual	Materials	5,500	1,013.95	18.44%
01610520 551025	Periodicals	Materials	8,000	1,481.74	18.52%
01610520 558000	Programs & Outreach	Operations	2,000	(1,916.06)	-95.80%
01610580 585000	Add'l Equipment	Operations	5,570	1,434.60	25.76%
		TOTAL	700,839.00	113,640.23	16.21%
Materials Expenditure Requirement			106,956	8,196.15	7.66%

Trust Accounts				
Account #	Account Name	Balance as of 7/1/2024	Expendable Portion	FY25 Expenditures
82410	Green Fund	1,378.16	378.16	-
82414	Melone Fund	285,727.11	204,477.70	-
82404	Richardson Fund	1,377.96	377.96	-
82420	Hollis Fund	129,796.04	129,796.04	(\$21,060) to SSA
Other Accounts				
Account #	Account Name	FY25 Start	Details	Remaining
12061052 -----	State Aid	39,768.10	(-) page wages, hotspot, advertising, summer reading prizes, strategic planning; (+) state deposit	\$45,348.19
19347 -----	Manton Grant	6,637.70	(-) software renewal, storage invoices, association membership	\$4,450.70
19320 -----	Gifts	8,236.14	(+) gift received (-) butterfly passes	\$8,486.14

BUDGET AND TOWN ADMINISTRATION

FY25 Budget

- FY25 spending on track. As we approach the end of the fiscal year, I'm working with staff to make sure that collections budget is fully allocated, and with vendors to make sure that all invoices are paid before the budget year closes.
- Notable expenses since last meeting:
 - Meeting Owl
 - ConsumerReports.org renewal
 - Wall Street Journal online renewal

FY26 Budget Process

FY26 Budget going to Town Meeting on May 18th, including a 2.5% COLA and 1% increase in the share of health insurance premiums paid by the Town.

FUNDRAISING AND BUILDING PROJECT UPDATES

We did not receive the Association of Rural and Small Libraries "Sustainable & Resilient New England Libraries" grant that we applied for. I will keep an eye out for next year's grant round.

PERSONNEL UPDATES

Sandra Haskell has accepted the part-time **Library Page** position; she's a Teen Advisory Board member and CCHS student, as well as a long-time library user.

Heather Wright has accepted the part-time **Assistant to the Library Director** position. Heather is also a Carlisle resident and has experience working with the town finance department as volunteer treasurer for the Carlisle Youth Commission.

COLLECTIONS, SERVICES, AND OUTREACH

Outreach Activities

- Sinead went on a ride-along with the COAHS Meals on Wheels deliveries and shared information about home book delivery service.
- Jenn welcomed a preschool group from Carlisle Kids House to a tour of the Library, story time, and craft.

MVLC, MBLC, AND BEYOND

Equity 101

Jennifer and I attended an excellent workshop provided by MVLC for library administrators. The focus was on equity-centered leadership styles to help create a workplace culture that invites all employees to feel respected and included. Topics included working with different generations, and being aware of ways that white supremacy culture can be embedded in work cultures. The interactive, discussion-based program was led by M'balu Bangura, the Director of Equity and Fair Practice at Enoch Pratt Free Library in Baltimore. She presents on equity-centered leadership around the country, and was named a 2023 Library Journal Mover and Shaker for her innovative work helping libraries and other municipal organizations create diverse and inclusive cultures.

State and Federal Library Funding Updates

Update from MBLC Director Maureen Amyot, May 9th: "A federal judge has [granted a preliminary injunction halting the further dismantling of the Institute of Museum and Library Services \(IMLS\)](#) that began on March 14 when [President Trump signed Executive Order 14238](#) eliminating IMLS to "to the maximum extent consistent with applicable law." The [preliminary injunction](#) comes as part of the lawsuit filed by [attorneys general in 21 states, including Massachusetts](#). This is separate from the lawsuit filed by the American Library Association and the American Federation of State, County and Municipal Employees (AFSCME) which as I reported out in last week's update, was [granted a temporary restraining order](#) to [block the dismantling of IMLS](#).

These are solid wins. In the long game they *may* move us closer to a return to reliable federal funding for libraries. But right now, the MBLC is facing difficult decisions that are based on what we do know: federal uncertainty persists. We cannot sign contracts or move ahead with services for FY2026 based on what we *hope* will happen with federal funding.

We've been asked if there's a possibility that the flow of federal funding will return for FY2026. There's always that possibility. And should the funding requirements align with the values we've held since our founding in 1890, we'll gladly accept them and put them to work serving the people of the Commonwealth."

BUILDING

One slate tile on the historic roof needed to be repaired; we asked the roofer (Triple M) to assess the overall condition of the slate roof while they were here. They rated the condition of the slate roof as 9 out of 10. This roof was restored in 2010 and should have a long lifespan as long as we keep up with maintenance when needed.

PROGRAMS AND EVENTS

Recent Event Highlights:

- Drop-in Children's Craft: 80 children made Paul Revere Lanterns in the week leading up to the Patriots' Day 250 celebrations
- Playdough Palooza welcomed over 30 attendees during spring break week, with volunteer assistance from National Charity League members
- Craft Supply Swap was very busy, and 27 boxes of leftover supplies were donated to CPS, Discovery Museum, and the local knitters. Thank you to the staff and volunteers who made it happen, including Jenn, Deena, Sinead, and Maxine and Ellie from the Friends!
- Crafting Wee Felted Mice with Rachel Benson of the Fiber Web was a hit, with all of the spots filled plus a waiting list, and adorable results. Thank you to the Carlisle Cultural Council for supporting this event.
- Eyes on Owls, a collaboration with the Rec Department and COAHS, had a good crowd of 86 people even after rescheduling due to the weather forecast.
- The Taiwanese documentary screening, in partnership with the Taiwanese Film Festival of Boston, went well, including a Zoom conversation with the directors of the two films afterwards.



Upcoming Event Highlights:

- Art Reception, 2-4 p.m. Saturday, May 10th
- Virtual Talk: Experience Spring Bird Migration to the Fullest, Monday, May 12th
- Poetry Reception, 2-3:30 p.m., Saturday, May 17th
- Story Times and Kids' Book Clubs run until Memorial Day, followed by a break to prepare for summer reading
- Pride Festival June 3rd, 4 to 6 p.m.

Poetry Contest

We received 36 entries, spread fairly evenly across age categories, which the judges (Mary Zoll, Patti Russo, and Dana Meyer) are now reviewing. The [Poetry Festival](#) will be held the afternoon of Saturday, May 17th, including local poets Michael Ansara, Carla Schwartz, and Carolyn Oliver; readings by award winners; and children's activities.

USAGE AND STATISTICS

YEAR-TO-DATE STATISTICS	Apr. 2025	FY25 YTD	Apr. 2024	FY24 YTD
Circulation – Physical Materials	7,564	74,830	6,716	70,306
Circulation – Overdrive	1,437	13,143	1,099	11,675
Holds Transactions	3,717	36,651	3,356	36,138
New Items Cataloged	346	3,669	388	3,783
Visitor Door Count	7,057	59,470	5,805	55,645
New patrons registered	22	258	29	281