



Director's Report to Library Trustees for January 15th, 2026

Gleason Public Library

FY26 Budget as of 1/8/2026 [47.4% of fiscal year remaining]

Account #	Account Name	Account Type	FY26 Budget	\$ Remaining	% Remaining
01610510 511050	Director Wages	Operations	115,956.00	58,644.78	50.6%
01610510 511050	Staff Wages	Operations	408,858.00	225,610.94	55.2%
01610510 511055	Custodial Wages	Building	43,546.00	21,271.02	48.8%
01610520 524000	Automation	Operations	30,900.00	(31.72)	-0.1%
01610520 530000	Training & Meetings	Operations	800.00	800.00	100.0%
01610520 530010	Office Supplies	Operations	4,300.00	1,615.51	37.6%
01610520 545000	Building Supplies	Building	3,700.00	2,088.18	56.4%
01610520 551000	Books	Materials	29,600.00	13,138.49	44.4%
01610520 551030	Teen Books	Materials	4,550.00	2,959.80	65.1%
01610520 551020	Children's Books	Materials	15,800.00	9,016.51	57.1%
01610520 551005	Digital	Materials	36,000.00	2,765.24	7.7%
01610520 551010	Audio	Materials	7,000.00	3,917.33	56.0%
01610520 551015	Visual	Materials	5,500.00	2,465.12	44.8%
01610520 551025	Periodicals	Materials	8,160.00	1,978.13	24.2%
01610520 558000	Programs & Outreach	Operations	2,000.00	(1,144.00)	-57.2%
01610580 585000	Add'l Equipment	Operations	5,800.00	1,097.63	18.9%
TOTAL			722,470.00	346,192.96	47.9%

Materials Expenditure Requirement: 31.0% remaining

Grants and State Aid FY26 to date

Account #	Account Name	FY26 Start	Details	Remaining
12061052	State Aid	44,302.47	(+) state deposit (-) page wages, hotspot & broadband bills	48,369.43
23361052	Manton Grant	4,131.10	(-) software renewal, off-site storage	2,820.30
22261052	Gifts	8,936.14	(+) gifts received	11,636.14
13261052	Cultural Facilities Fund grant	200,000	(-) SSA design fees *\$112,600 has been disbursed; \$87,400 will be disbursed when we submit construction invoices	170,166.12

Trust Funds FY26 to date

Fund	FY26 Start	Non-expendable	FY26 Expenses	Details	Expendable
Green	1,460.21	1,000	-		460.21
Melone	292,708.53	81,249.41	(41,589.25)	SSA + OPM fees	169,869.87
Richardson	1,460.41	1,000	-		460.41

Fund	FY26 Start	Non-expendable	FY26 Expenses	Details	Expendable
Hollis	67,012.90	-	(67,588.05)	SSA fees, interest income	-

FINANCE, BUDGET, AND TOWN ADMINISTRATION

FY26 Expenses: Spending is on track. Notable expenses since last report:

- Assabet Interactive renewal (calendar, museum passes, Library of Things, and meeting room bookings), \$2750
- Lowell Sun renewal, \$900 for 6 months (negotiated to keep last year’s price)

FY27 Budget Process: meeting with Finance Committee January 14th. FinCom is looking to cut more than \$1M from the first draft of the budget. For anyone interested in learning more about the current municipal funding landscape in Massachusetts, this Mass. Municipal Association document has a helpful explanation: [“A Perfect Storm: Cities and Towns Face Historic Fiscal Pressures”](#)

Grants

The **Carlisle Cultural Council** has awarded a \$500 grant towards this year’s Pride Festival, which I applied for, and will also fund a family concert by Rockabye Beats on February 18th.

In collaboration with the COAHS and Recreation Department, we have been awarded technology for public use through a [“Connected and Online” grant from the Mass. Broadband Institute](#) – thank you to Geoff Kotowski for spearheading this and putting together the narrative. The new devices, including laptops for public use, should arrive in February or March.

FUNDRAISING AND BUILDING PROJECT UPDATES

The Mass. Architectural Access Board deferred their hearing on our **variance application for the historic staircase** pending receipt of a letter from the Mass. Historic Commission (in addition to the Carlisle Historical Commission, which was already submitted). This letter is now filed and we are on the agenda for their meeting on Monday, January 12th; we hope to hear their decision before the Trustees meet.

Additional discussion elsewhere on agenda.

PERSONNEL UPDATES AND RECOGNITION

Annual **performance review** season has begun. We follow a standard town-wide process; all employees with a performance completed and satisfactory ratings will receive a 1% step increase for the next fiscal year. It’s a pleasure to look back at what everyone has accomplished this year; I’m fortunate to work with such a great team.

Jennifer attended a workshop on **“Generative AI in Libraries”** and has scheduled the presenter, Jane Stimpson from the Mass. Library System, to provide a staff training later this month. We have a few extra spots available – if any of the Trustees are interested in attending, please let me know; it’s scheduled for the morning of Wednesday, January 28th.

COLLECTIONS, SERVICES, AND COMMUNITY OUTREACH

We continue to see large attendance by middle schoolers on many afternoons and are addressing behavior issues. We are locking the second floor restroom during the after-school hours, with the key available at the desk. We've gotten an enthusiastic response to **drop-in time for 5th through 8th grade in the Hollis Room on Friday afternoons.**

Our now-annual **Winter Reading Challenge** has begun. To participate, patrons pick up a sheet at Reference (or download it from our website) and read 8 books that fit the categories. Open to all ages; prizes (thanks to FOGPL) are a choice of yeti stuffy or knit hat with library logo.

Jill has added a separate section for **"first readers"**, the very earliest chapter books bridging from easy readers.

Jennifer has ordered **new staff computers**, per our planned replacement schedule. Due to the upcoming renovation, some of the replacement computers will be laptops that staff can use for hybrid work. We are purchasing these computers through MVLC because they provide set-up services and IT support.

Art at the Gleason will be removing the CPS Art Exhibit. We don't have a full exhibit scheduled to follow it, but have two smaller installations planned: a set of pieces by local resident Paul Bertin, and an exhibit created as part of a regional collaboration "The Opioid Project: Changing Perceptions through Art and Storytelling."

MVLC, MBLC, AND BEYOND

Federal and State Funding Update: On December 3, 2025, the Institute of Museum and Library Services (IMLS) announced it had reinstated all federal grants which were terminated due to Executive Order 14238 signed by President Trump on March 14, 2025. The goal of the executive order was to eliminate IMLS "to the maximum extent consistent with applicable law."

The IMLS announcement followed the November 21st ruling by U.S. District Court Chief Judge John J. McConnell in favor of 21 state attorneys general, including Massachusetts. Judge McConnell determined that Executive Order 14238 exceeded presidential authority and violated laws governing agencies established by Congress. This ruling permanently blocks Executive Order 14238 and ensures that IMLS can continue delivering critical support and funding for libraries nationwide and prohibits any further attempts to dismantle the agency.

With these two major developments, the Mass. Board of Library Commissioners has started to rebuild its federal program, while bearing in mind that the ruling may be appealed and 2026 federal budget allocations to this agency are uncertain.

BUILDING

Elevator replacement project has been contracted, with work at the Library projected to be completed during late summer to early fall. We will coordinate with the renovation project.

PROGRAMS AND EVENTS

Recent Event Highlights:

- The Golden Age of Silent Movies, with live keyboard accompaniment and presentation by Richard Hughes, had a small but appreciative audience. Richard also brought along items that would be used for sound effects at silent movies.
- Nutcracker Reading with Commonwealth Ballet Company was a success; the Saturday morning timeslot worked well for the audience.
- Gingerbread House Workshops with Mandy Roberge were a delight as always.

Upcoming Event Highlights:

- [Coffee Cupping](#) presentation, Saturday, January 31st; most spots filled the day registration opened
- [FOGPL Book Swap](#), Saturday, February 7th with donation hours in the preceding days

As of this week, Jill is offering **4 storytimes each week**, with no registration required. So far turn-out has been good and feedback positive.

USAGE AND STATISTICS

November

YEAR-TO-DATE STATISTICS	Nov. 2025	FY26 to date	Nov. 2024	FY25 to date
Circulation – Physical Materials	7,474	39,423	7,021	37,180
Circulation – Digital	2,155	11,569	2,098	10,464
Holds Transactions	3,476	19,350	3,456	18,423
New Items Cataloged	247	1,918	359	2,019
Visitor Door Count	4,157	30,610	5,618	28,745
New patrons registered	18	127	26	166

December

YEAR-TO-DATE STATISTICS	Dec. 2025	FY26 to date	Dec. 2024	FY25 to date
Circulation – Physical Materials	8,104	47,527	7,422	44,602
Circulation – Digital	2,450	14,019	2,135	12,599
Holds Transactions	3,620	22,970	3,602	22,025
New Items Cataloged	373	2,242	323	2,285
Visitor Door Count	3,628	34,892	4,845	33,590
New patrons registered	9	136	13	163

Note: Our door counter devices were malfunctioning and replaced in November. The new counters work slightly differently, such as only recording statistics for library operating hours, and so year-over-year numbers may not be a precise comparison.