



Director's Report to Library Trustees for February 23rd, 2026

Gleason Public Library

FY26 Budget as of 2/19/2026 [35.9% of fiscal year remaining]

Account #	Account Name	Account Type	FY26 Budget	\$ Remaining	% Remaining
01610510 511050	Director Wages	Operations	115,956.00	45,316.59	39.1%
01610510 511050	Staff Wages	Operations	408,858.00	180,561.27	44.2%
01610510 511055	Custodial Wages	Building	43,546.00	15,912.92	36.5%
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	1,273.32	29.6%
01610520 545000	Building Supplies	Building	3,700.00	1,908.91	51.6%
01610520 551000	Books	Materials	29,600.00	10,052.06	34.0%
01610520 551030	Teen Books	Materials	4,550.00	2,903.77	63.8%
01610520 551020	Children's Books	Materials	15,800.00	7,876.30	49.9%
01610520 551005	Digital	Materials	36,000.00	1,654.59	4.6%
01610520 551010	Audio	Materials	7,000.00	3,216.08	45.9%
01610520 551015	Visual	Materials	5,500.00	2,221.81	40.4%
01610520 551025	Periodicals	Materials	8,160.00	1,817.03	22.3%
01610520 558000	Programs & Outreach	Operations	2,000.00	(1,808.42)	-90.4%
01610580 585000	Add'l Equipment	Operations	5,800.00	888.68	15.3%
	TOTAL		722,470.00	274,563.19	38.0%

Materials Expenditure Requirement: 24.6% 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	48,044.37
23361052	Manton Grant	4,131.10	(-) software renewal, off-site storage	2,500.70
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; an additional \$87,400 will be disbursed when we submit construction invoices	82,766.12

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

Fund	FY26 Start	Non-expendable	FY26 Expenses	Details	Expendable
Richardson	1,460.41	1,000	-		460.41
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:

- MyEmma and Wowbrary newsletter subscription renewals
- Increased digital spending to reduce wait times for ebooks and eaudiobooks

FY27 Budget Process: FinCom continues to seek opportunities to reduce FY27 financial burden.

As mentioned last month, we were certified for **State Aid** to Public Libraries and received our first payment in the amount of \$6,405.30 (up 2% from last year). In the spring we will receive a similar second payment.

Grants

We are working on applications for several grants for the building project. I have also started gathering info on potential grants for after the renovation, e.g. for updating the library’s landscaping.

FUNDRAISING AND BUILDING PROJECT UPDATES

The Mass. Architectural Access Board granted our **variance for the historic staircase**.

Documents are being finalized to **go out to bid in early March**. The timeline has been pushed back a few days due to additional information from the MFC on HVAC requirements, but we still expect to have the bids in time for Town Meeting.

Fundraising total is now **\$2.295M** thanks to new donations and pledges.

PERSONNEL UPDATES AND RECOGNITION

Staff participated in training on **“Generative AI in Libraries”** with Jane Stimpson from the Mass. Library System. Thank you to Jennifer for arranging this informative and interactive talk, which helped staff to gain a basic familiarity with generative AI technology, uses cases, and concerns, as a foundation for future conversations and considerations.

COLLECTIONS, SERVICES, AND COMMUNITY OUTREACH

Thanks to the joint grant application spearheaded by Geoff Kotowski at the COAHS, we have received **6 desktop and 4 laptop computers for public use from the Mass Broadband Institute** at no cost to the town. The COAHS and Recreation Department are also receiving tablets for public use as part of this project. These will replace our 4-year-old public PCs and provide additional flexible options for people to borrow laptops for in-library and home use.

Staff computers are also being replaced through our regular technology budget line; they were purchased in 2021 and we budget for a 4- to 5-year replacement cycle.

In addition to her weekly story times, Jill has been busy with **story time outreach**. She had a full house for a Saturday story time for the Carlisle Family Connection in January; in February, she made a story time visit to the Carlisle Kids' House.

We included library information (see graphic to the right) in the **annual town census mailing** – thank you to the Town Clerk's office and Friends of the COA for working with us on this!

We are partnering with **OARS** (organization for the Sudbury, Assabet, & Concord Rivers) to promote and support their new river-themed book club. Their next meeting will discuss *Is a River Alive?* By Robert Macfarlane at the Concord Free Library on March 5th.

MVLC, MBLC, AND BEYOND

State Grant Disbursement Update from MVLC

With increased confidence in the future flow of funds from IMLS, MBLC has announced that the previously held back FY26 LEA Grant funds will be disbursed. For MVLC, this includes the \$12,000 OverDrive platform fee and an additional \$22,611 for content, which must be expended in FY26. Additionally, we received the second disbursement for our other four grant awards (Small Libraries in Networks, Resource Sharing, Telecommunications, and Network Infrastructure), totaling \$105,098.33. These funds will be held for expenditure in FY27.

ILS Review Process

Library and network staff have spent a significant amount of time reviewing and evaluating potential library software systems. MVLC directors will vote in March on which vendor to move forward with negotiations with.

BUILDING

With the heavy snowfall and ice dams, we experienced two minor **leaks from the roof**, for the first time since the 2023 replacement of the flat and shingled roofs on the newer part of the building. Thank you to Dan, Dan, and Steve for quickly managing these to prevent damage.

PROGRAMS AND EVENTS

Event Highlights:

- **"Friday afternoon hangout"** for middle school students continue to be well-attended and give the students a space where they can be more relaxed.
- **Winter story times** continue 4x/week
- **Winter Reading Challenge** runs through February 28th.



FIVE WAYS TO BRIGHTEN A WINTER DAY WITH THE GLEASON LIBRARY

#1 ENJOY PROGRAMS FOR ALL
Story times, movies, book clubs, crafts, lectures in person and on Zoom - there's something for everyone.

#2 KEEP UP WITH BUSINESS
Log on to read the Economist, Wall Street Journal, Morningstar, ValueLine - visit www.gleasonlibrary.org for access.

#3 TRY HOME DELIVERY SERVICE
If health or mobility challenges make it hard for you to get to the library, we will bring the library to you - call to schedule a delivery.

#4 BORROW SOMETHING NEW FROM THE LIBRARY OF THINGS
Games, snowshoes, knitting needles, and a slide scanner are just a few of the items available for cozy winter activities!

#5 READ, LISTEN, AND STREAM WITH OUR APPS
Libby: ebooks, audiobooks, magazines
Kanopy: movies, tv shows, Great Courses, kids' videos
Hoopla: ebooks, audio, music, video
Freegal: music

Scan the QR code or visit our website to sign up for an ecard if you don't already have an account

978-369-4898
22 Bedford Road


Gleason Public Library

info@gleasonlibrary.org
www.gleasonlibrary.org

- **Coffee Cupping** presentation was well-received.
- **FOGPL Book Swap** had record donations, making about \$950. Due to the weather on the original date, it was extended through Monday evening, which we will consider repeating in the future!
- **Henna Alchemy** had 11 middle-schoolers making their own henna cones and learning about henna tattoos.
- **Rockabye Beats** presented an engaging musical performance for kids, funded by Carlisle Cultural Council grant.
- **Introduction to Trail Cams** with Jaime Webster, Carlisle Conservation Foundation.
- **Black History Month movie and game night** with Race Amity Day, February 24th, 6:30 p.m.



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. The Thursday morning session has had the lowest attendance and families have requested more variety in timeslots, so she is going to try shifting this one to late afternoon.

USAGE AND STATISTICS

YEAR-TO-DATE STATISTICS	Jan. 2026	FY26 to date	Jan. 2025	FY25 to date
Circulation – Physical Materials	7,174	54,701	7,722	52,324
Circulation – Digital	2,405	16,424	2,326	14,925
Holds Transactions	3,670	26,640	3,812	25,837
New Items Cataloged	353	2,555	430	2,662
Visitor Door Count	3,984	38,221	6,561	40,151
New patrons registered	17	153	35	221