



## REPORT FROM INTERIM LIBRARY DIRECTOR

SEPTEMBER 30, 2025

**Personnel / Administration:** One staff member celebrates their work anniversary this month. Over 20 years at the Library! Our Temporary Youth Librarian started on September 16th and has hit the ground running. I reached out to BiblioTemps and requested a Technical Services Librarian and chose a candidate. They are set to start on 10/1. The position will only be for two months. Two staff members will be receiving their ServSafe certifications in October in order to be able to provide food during programs. While September has been rocky due to staffing losses, staff morale is high! Everyone is happy to pitch in and help ensure that the Library continues serving our patrons and our community.

**Finance:** The Financial Report/State Aid Compliance report is due soon and I am about ready to turn it in. We are in the red by 33.44 for our Water & Sewer line item. Because of line item autonomy, this is not an issue and it will be covered. I only leave it in the red so the board has a better idea on how to allocate funds when y'all work on the budget for the next fiscal year. I have included a line item breakdown for the State Aid and Donation funds.

**Library Services:** September is Library Card Sign up Month and was well received! People thought the picture was really fun and loved the welcome packets. Both the ICA museum pass and the Larz Museum pass are now available to be checked out! Hoping to announce the Larz on Social Media soon.

**Youth Services:** First week on the job as Youth Librarian has been wonderful, from the welcoming and collaborative staff interactions to the joy of seeing the frequent "library kids". Creating the October program calendar and finding creative ways to advertise programs has been a goal of the last weeks of September. We have planned a number of on-going youth programs like Lego Club, Crafty Crew, and STEAM in the Library as well as one time events like KPop Dance Party and Page to Stage movies on No School days. Seeing the strong interest in manga for our youth, we've added Manga Mondays to watch My Hero Academia in the story time room.

We've kept the same series of morning story times for babies (Monday/Tuesdays), toddlers (Wednesday), preschoolers (Thursday), and move/groove (Friday). We've had about 5-6 youth participants per story time for our first week back, each with an engaged and caring adult. Adding in songs and rhymes has had a positive response from families and folks are looking forward to the family events like Family Pumpkin Painting and Family Loteria, scheduled for mid and late October.

**Technical Services:** Catalogued 111 Adult items, 19 Children's items, 7 Young Adult items and 2 Media items.

**Makerspace:** Due to the Makerspace Coordinator resigning abruptly, the Makerspace is not conducting any new certifications. This means that the 3D printer, sewing machines, Silhouette Cameo 3 Vinyl/Paper Cutter, Bulky Knitting Machine & soldering iron are not allowed to be used if patrons have not had prior certification. The community really loves the space and they will be very happy once it's fully operational again.

**Programs:** Middle School Wednesdays is back on the 1st of October! A free Narcan Training & Drop-in Counseling with SAFE, our Librarian led Book Group and our Oh Shoot! Photography Group will meet on the 2nd. Also on the 2nd will be our Page to Stage presents A Series of Unfortunate Events for kids. The monthly OUT MetroWest Satellite Night will be on the 3rd. Manga Mondays: My Hero Academia starts on the 6th. Late Night at the Library for Teens to get help with homework or questions about college admissions will be weekly starting on the 9th. We are bringing back the Tarot Card reader from last year on the 9th and we expect it will be very popular. Conversation Club is a new, volunteer led program starting on the 14th. Previous Trustee member Greg, will be running it. LEGO club is on the 14th as well as our Family Pumpkin Paint Night. Family Yoga will continue on Saturdays.

**Building:** Our emergency lights were inspected early in September. So far no issues to report!

**Policy:** There are always policies that would be helpful to have, but they can wait for the new Director.

**Community Partnerships:** Our Temporary Youth Librarian has already reached out to community members for programming materials and to let them know of events happening at the library. I am excited to see what we can do in the future.

**Professional Skills & Meetings:**

- Town Department Heads meeting
- Monthly staff meeting on the 3rd. (tentative)

**Incidents:** On 9/10 there was an incident with the gentleman we were going to serve a warning letter to back in July, but couldn't find him. He used a staff area telephone and became extremely rude when I told him he couldn't be in the area. I called the police and the constable so he could be served his letter. He was read his letter and escorted outside. As the police were doing that he fell to the ground and claimed the police had hurt him and so the Fire Department was called. On 9/17 the library lost power for an hour and a half

Respectfully submitted,  
*Ivana Aguilar, Interim Director*

This month our most popular:

- **Library of Things:** Hotspots (& Chromebooks)
- **DVD:** Yellowstone. Season 2
- **Adult Fiction:** My friends by Fredrik Backman
- **Adult Mystery:** Nobody's Fool by Harlan Coben
- **Adult SciFi/Fantasy:** The husky and his white cat Shizun by Roubaobuchirou
- **Adult Romance:** Great big beautiful life by Emily Henry
- **Horror:** Old Soul by Susan Barker
- **Adult Graphic:** Astonishing X-Men: torn by Joss Whedon
- **Speed Read:** Broken country by Clare Leslie Hall
- **Large Print:** The Big Empty by Robert Crais
- **Periodical:** People, 2025
- **Biography:** The last secret agent : my life as a spy behind Nazi lines by Pippa Latour
- **Adult Non Fiction:** Enchanted plants : a treasury of botanical folklore & magic by Varla Ventura
- **Museum Pass:** Massachusetts State Parks, Museum of Science
- **Juvenile Fiction:** Dog Man : brawl of the wild by Dav Pilkey
- **Juvenile Graphic:** Yokai cats by Neko youkai
- **Juvenile Easy Fiction:** Disney princess by Jennifer Liberts
- **Juvenile DVD:** Koopas rock!
- **Juvenile Easy Reader:** The thank you book by Mo Willems
- **Juvenile Beginner Chapter:** Ivy and Bean break the fossil record by Annie Barrows
- **Juvenile Non Fiction:** Weird but true! world : incredible facts, awesome photos, and weird wonders : for this year and beyond!
- **Board Book:** Always hug a unicorn by Rosie Greening
- **Young Adult Fiction:** The Rose Society by Marie Lu
- **Young Adult Non Fiction:** Dungeons & Dragons Player's handbook.
- **Young Adult Manga:** Blue Lock by Muneyuki Kaneshiro
- **Young Adult Graphic:** Heartstopper by Alice Oseman

<b>SeptemberFY26</b>					
	<b>Acct FY26</b>	<b>Start Balance</b>	<b>Expen. To Date</b>	<b>End Balance</b>	<b>% Spent</b>
Salaries - Full Time	5110	\$285,997	\$59,682.00	\$226,315.00	20.87%
Salaries - Part Time	5111	\$137,120	\$27,624.79	\$109,495.21	20.15%
Electricity	5211	\$23,000	\$10,154.97	\$12,845.03	44.15%
Heating Fuel	5212	\$9,000	\$534.85	\$8,465.15	5.94%
Trash	5232	\$2,580	\$0.00	\$2,580.00	0.00%
Water & Sewer	5231	\$800	\$833.44	<b>-\$33.44</b>	104.18%
R & M Miscellaneous	5240	\$4,600	\$845.45	\$3,754.55	18.38%
Telephone	5341	\$600	\$118.78	\$481.22	19.80%
Supplies	5400	\$4,400	\$1,443.71	\$2,956.29	32.81%
OPS - (Minuteman bill)	5380	\$28,066.00	\$28,106.46	<b>-\$40.46</b>	100.14%
Programs	5380	\$3,000.00	\$2,621.00	\$379.00	87.37%
Books, Media & Periodicals	5521	\$88,000	\$32,880.28	\$55,119.72	37.36%
Travel	5710	\$20	\$0.00	\$20.00	0.00%
Dues & Meetings	5730	\$400	\$169.00	\$231.00	42.25%
<b>TOTAL - GENERAL FUND</b>		<b>\$587,583</b>	<b>\$165,014.73</b>	<b>\$422,568.27</b>	<b>28.08%</b>
	<b>Original Approp</b>	<b>Transfers</b>	<b>Revised Budget</b>	<b>YTD</b>	<b>Available Budget</b>
Tuchinsky Other Purchases	\$129,882.00		\$129,882.00		\$129,881.61
Tuchinsky Media	<b>-\$1,681.00</b>		<b>-\$1,681.00</b>		<b>-\$1,680.74</b>
Tuchinsky Books/Interest	\$24,602.00		\$25,032.00		\$25,032.16
<b>Total Tuchinsky Library</b>	<b>\$152,803.00</b>		<b>\$153,233.00</b>		<b>\$153,233.03</b>
Memorial Donations	\$166,783.00		\$166,783.00	\$3,725.00	\$163,058.00
Library Restitution Fund	\$6,124.00		\$6,823.00		\$6,823.00
Copier & Printer Rev. Fund	\$11,686.00		\$11,775.00		\$11,775.00
Meeting Room Rev. Fund	\$4,317.00		\$4,417.00		\$4,417.00
Free Public Library (State Aid)	\$129,606.00		\$129,606.00	\$14,456.32	\$115,149.68

Transaction date	T <sub>r</sub> Notes	Category	Cost	Fund
9/4/2025	Amazon - StoryTime Supplies	Programs, Supplies	\$184.36	State Aid
9/4/2025	Amazon - Little Bookworms Supplies	Programs, Supplies	\$18.95	State Aid
9/4/2025	Amazon - StoryTime Supplies	Programs, Supplies	\$18.18	State Aid
9/4/2025	Lakeshore - Little Bookworms Supplies	Programs, Supplies	\$380.54	State Aid
9/18/2025	Lakeshore - Little Bookworms Supplies	Programs, Supplies	\$91.98	State Aid
9/18/2025	Yoga - Katherine	Programs	\$390.00	State Aid
9/18/2025	Amazon - Little Bookworms Supplies	Programs, Supplies	\$232.30	State Aid
9/18/2025	Amazon - Instax Film	Programs, Supplies	\$40.99	State Aid
9/18/2025	Amazon - Staff Name Tags	Supplies	\$41.45	State Aid
9/18/2025	Niche Academy	Books & Periodicals	\$2,652.25	State Aid
9/18/2025	Mural pt1	Misc	\$2,500.00	Donations