



**NEW BRITAIN**  
PUBLIC LIBRARY

**ADMINISTRATIVE REPORT**

**APRIL 2025**



# NEW BRITAIN PUBLIC LIBRARY

# STRATEGIC PLAN 2023 - 2028

## GOALS & OBJECTIVES

### **GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS**

- a. Increase NBPL usage and the number of card holders.
- b. Provide program offerings geared to community needs (social issues, housing, employment, education, health, technology training).
- c. Meet the community where they are (outreach and promotion of services).

### **GOAL 2: COMMUNITY**

- a. Develop and implement DEI (diversity, equity and inclusion) initiatives for the particular needs of our Staff, Board of Trustees and New Britain population.
- b. Work with Central Connecticut State University (CCSU), the Chamber of Commerce, New Britain Public Schools, and Religious, Civic and Community Partners to develop programs connecting all of us.
- c. Improve and expand programming and interaction with New Britain youth in grades 6-12, and young adults ages 18-24.
- d. Recruit and appoint members to the Board of Trustees who reflect the diversity of the community including young people.
- e. Expand the reach of NBPL services including ways to go to the community rather than have them come to us, via bookmobiles, traveling programs, etc.

### **GOAL 3: BUILDING: PROVIDE HEALTHY, SAFE SPACE AT NEW BRITAIN PUBLIC LIBRARY**

- a. Work with the New Britain Institute Board of Managers to monitor the NBPL endowment and the use of funds to maintain and improve its buildings.
- b. Continue monitoring and funding building improvements.
- c. Complete fundraising for Phase II of outdoor renovations.
- d. Create a fundraising plan for parking lot entrance renovation.
- e. Explore additional small meeting rooms and a small business center.
- f. Expand space or change location of Local History Room and explore the possibility of re-establishing a New Britain Historical Society.

### **GOAL 4: OPERATIONS AND FUNDRAISING**

- a. Review personnel policies and procedures.
- b. Conduct a Staff climate survey annually in order to promote a positive, creative and inclusive culture.
- c. Review backup and recovery supports for all technological systems; adjust as needed.
- d. Expand training opportunities for Trustees in the areas of DEI, fundraising, library services and programming.
- e. Invite staff to make quarterly presentations on programs and/or services to the Board so members can be better stewards of the NBPL.



# NEW BRITAIN PUBLIC LIBRARY

## ADULT SERVICES AND COMMUNITY ENGAGEMENT

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

& GOAL 2: COMMUNITY



Rachel and Elizabeth represented the library at CCSU's Community Baby Shower. They handed out tote bags with a book and information for expecting mothers. (Goals 1a, 1c, 2b, 2c,2e)



Rachel attended Healthy Kids day at the YMCA, reading the Hungry Hungry Caterpillar and facilitating a craft (Goals 1c, 2b, 2c,2e)



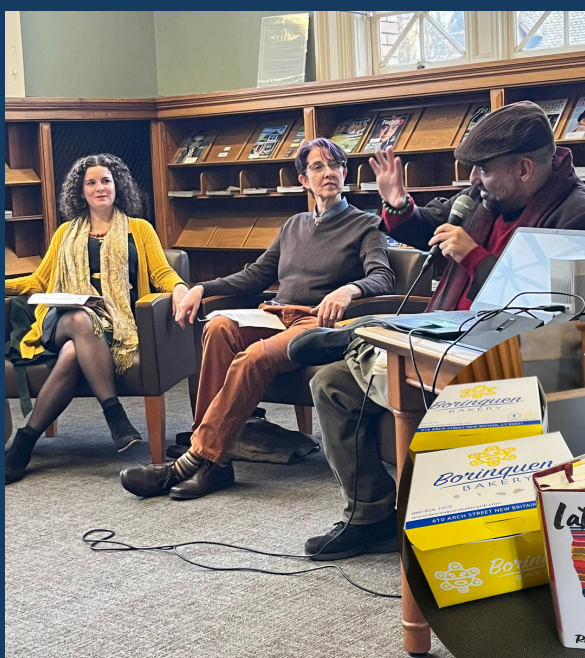
# NEW BRITAIN PUBLIC LIBRARY

## ADULT SERVICES AND COMMUNITY ENGAGEMENT

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

& GOAL 2: COMMUNITY

Rachel, Brett and Chloe attended PreventionPalooza and the Autism Fair hosted by Hospital for Special Care Research & Education Center in New Britain (Goals 1a, 1c, 2b, 2c, 2e)



Rachel hosted a second Latino Poetry event, featuring a salsa band, snacks from Borinquen Bakery, and a poetry reading with Urayoán Noel (Goals 1b, 2b, 2c)



# NEW BRITAIN PUBLIC LIBRARY MAKERSPACE

**GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS**

**& GOAL 2: COMMUNITY**



Our April Community Project - an easter garland cut with the Glowforge - was overflowing with designs made by patrons of all ages. (Goal 1a, 2c)  
We also continued our monthly workshop collaborations with Mads, making accordion books, letting patrons, along with Makerspace staff, learn a new skill. (Goal 1a)



We provided a customize-your-clothes workshop for patrons with clothes that may have imperfections, allowing them to give the items a new life. (Goal 1b)  
We also continued to further our variety of materials and techniques throughout April with the addition of UV Resin, a new medium that opens the door to many projects. (Goal 1a)



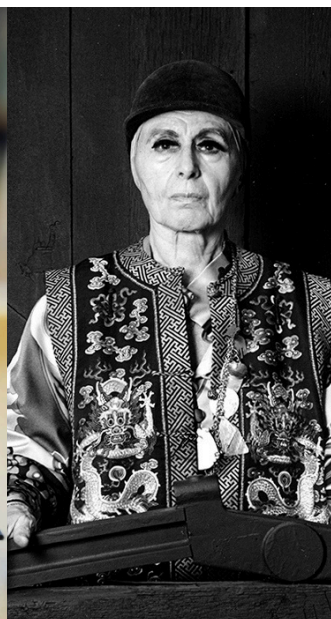
# NEW BRITAIN PUBLIC LIBRARY MAKERSPACE

**GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS**

**& GOAL 2: COMMUNITY**



We also held 2 successful creative workshops aimed towards a young adult audience; floral candle wax painting as well as tote bag painting. (Goal 1a, Goal 2c)



We collaborated with the New Britain Museum of American Art to provide an interactive and abstract project which involved stacking various wooden pieces to make artwork inspired by Louise Nevelson. This began as a Women's History Month installation and continued through April. (Goal 2b)

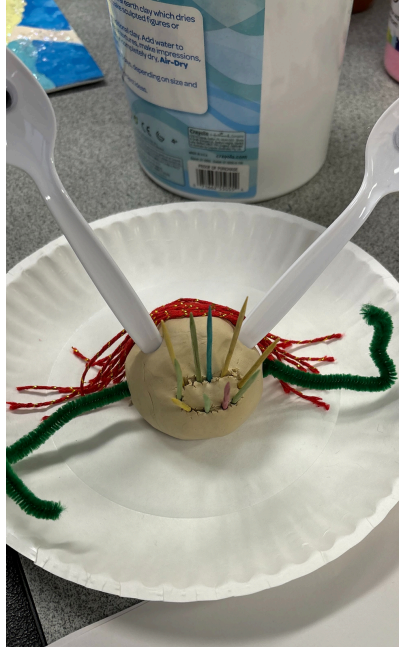


# NEW BRITAIN PUBLIC LIBRARY

## YOUNG ADULT SERVICES

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

& GOAL 2: COMMUNITY



The Teen department held a number of programs in April. The Pisanki egg painting and Bad Art Night were well received, with crafters of all ability levels able to try their hand at getting creative. We were also able to schedule visits from the Pathways after school program. These teens were excited to use our resources and a few of the newer students were also able to sign up for library cards!

The teen department was also present at a number of events for outreach, most notably prevention palooza! Different organizations in town were able to promote services and offer quick STEAM activities for children and teens. (Goals 2c, 2e)



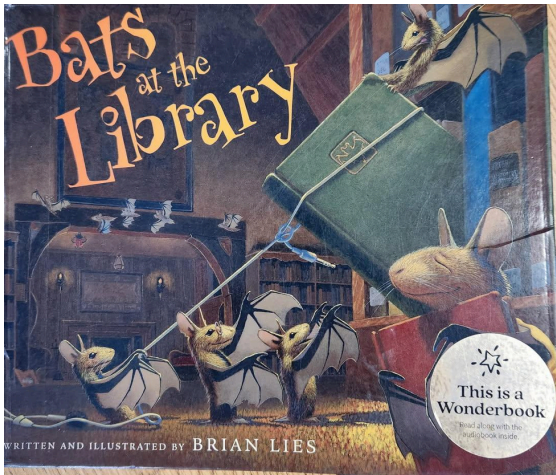


# NEW BRITAIN PUBLIC LIBRARY

## CHILDREN'S SERVICES

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

& GOAL 2: COMMUNITY



Our kick-off to National Library Week, the Story Walk featured the book *Bats at the Library*, by Brian Lies in English and Spanish. Families followed the pages and listened to the story as they strolled through the library.

Each child was given a craft to make at home, and each family got to choose a book to keep. On the day of the Story Walk, 21 families, 56 people participated. The story was available for the following two weeks for self-guided reading. In total, 34 families, 92 people took the walk. (Goal 1a)

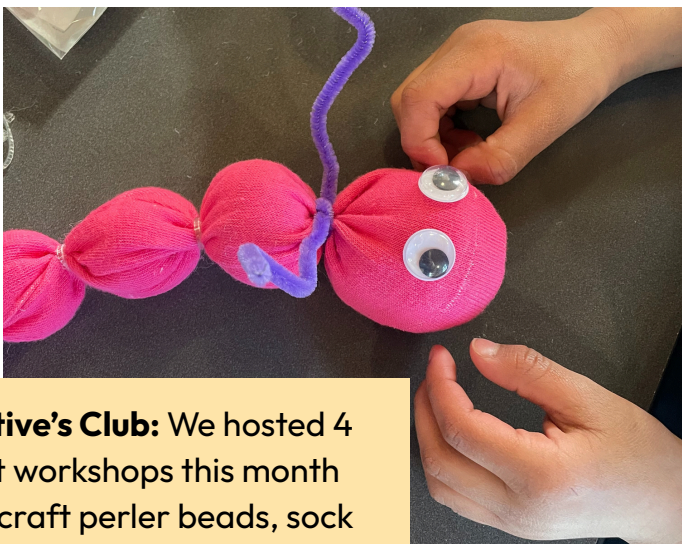


One of our youngest groups of storytime participants displayed their best tea party manners during our tea time storytime program. (Goal 1a)



### National Library Week & Spring Break:

Activities for various age groups were offered during the week: Egg Drop, Indoor Lawn Games, and a Baby Rave. We were visited by a hedgehog. A local teacher brought her class's pet for children to see...and touch. (Goal 1a)



**Crafty Creative's Club:** We hosted 4 drop in craft workshops this month making Minecraft perler beads, sock caterpillars, beaded wind chimes and keychains. (Goal 1a)





# NEW BRITAIN PUBLIC LIBRARY

## CIRCULATION

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

& GOAL 2: COMMUNITY

Elizabeth Tucker created this cleverly titled display in the fiction area:

**April Showers? Read for Hours: the Perfect Books for Rainy Days.**



**April 2025**

**168 New Cards    135 Cards Renewed**

**11621 Total Cardholders**

**20466 Items Circulated**



One hundred books were delivered to eleven patrons in April. One of our recipients was sweet enough to donate five dollars to the library during a delivery that coincidentally was on National Library Workers Day! (Goal 1c: Meet the community where they are)





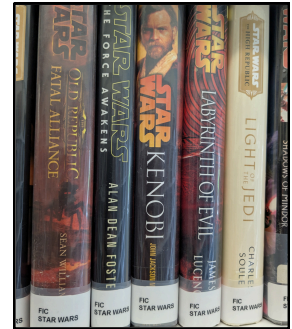
# NEW BRITAIN PUBLIC LIBRARY TECHNICAL SERVICES



## GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

This month, we worked with other departments on the following collection updates, all in the support of furthering **Goal 1a**:

- Incoming language learning materials will bypass the “new books” area so they can go straight to their shelf and be more easily located
- Several series with multiple authors and spin-offs, such as Star Wars, will now be classified under the series name, so that they can all be shelved together in the adult fiction area
- We set up a new collection for the Jefferson branch - circulating video games!



### New Books



[View All](#)

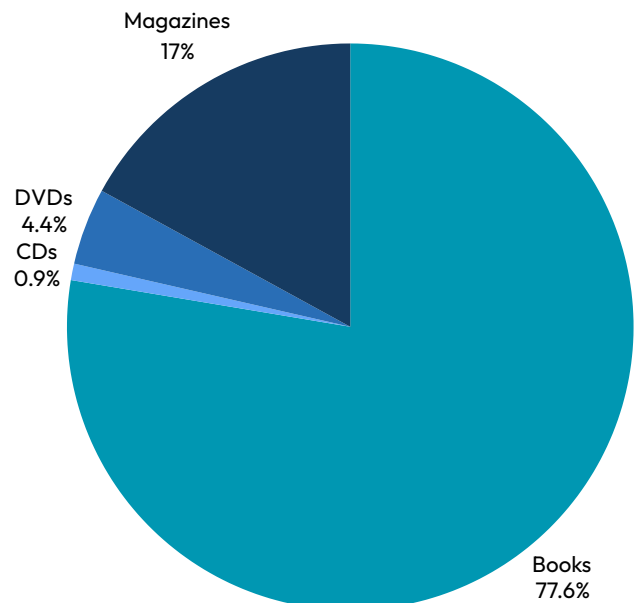
We began managing the “new books” book rivers on our website. Since Tech Services is the first stop for all materials, we are able to showcase items as soon as they get added to the catalog, increasing visibility and hopefully interest!

**We finished adding spine labels to the children’s graphic novels! (Goal 1a)**

**964 Items Added**  
**930 Items Withdrawn**  
**70 Items Mended**  
**41 Orders Coordinated**  
**556 Bibliographic Records Managed**



### BREAKDOWN OF ITEMS ADDED BY TYPE





# THE FRIENDS OF THE NEW BRITAIN PUBLIC LIBRARY

## SPRING BOOK SALE



**Sales: \$2,589.14**

**New Members: 17**

**Total Paid Members: 74**





# NEW BRITAIN PUBLIC LIBRARY BUILDING & MAINTENANCE

## GOAL 3: BUILDING PROVIDE HEALTHY SAFE SPACE AT NEW BRITAIN PUBLIC LIBRARY

### IN PROGRESS

**Study Room Project:** The construction of the Study Rooms in the Cooper Building is almost complete. The installer has a few items to address and parts awaiting manufacturing/shipment. HVAC and electrical has passed inspection. Some furniture has arrived, but there has been shipment delays until June for remaining furniture pieces. Technology decisions are still being made.

The Study Rooms will serve as multi-functional spaces to provide quiet space for studying or meeting one-on-one, or conference spaces for larger groups. Patrons, staff, and local organizations will be able to utilize these rooms free of charge through a reservation system or walk-in upon availability.





## **ADDITIONAL PROJECTS IN PROGRESS**

- Island for the Circulation/Reference Desk
- New Computer Center Service Desk
- Erwin Wing Roof Replacement
- Cooper Wing Partial Roof Replacement
- CCTV Surveillance Upgrades to Building Exterior
- Waterproofing of Hawley Basement