



FAR AND AWAY AMY POEPEL

Shyer RUBY, the Red-Hot Witch at Bloomingdale's

MAGIC TREE HOUSE DINOSAURS BEFORE DARK MARY POPE OSBORN

ZAHIB MIAN ILLUSTRATED BY HANNAH HARRISON OMAR ACCIDENTAL

Season's Greetings from the New Britain Public Library

Enjoy this FREE book  
Age Range: 17 and up  
This book if You Love College Age Romance

Season's Greetings from the New Britain Public Library

Season's Greetings from the New Britain Public Library

Season's Greetings from the New Britain Public Library

Enjoy this FREE book  
Age Range: Adults  
This book if You Enjoy Women's Fiction



**NEW BRITAIN**  
**PUBLIC LIBRARY**

**ADMINISTRATIVE REPORT**  
**DECEMBER 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



The New Britain High School Madrigal Choir came to visit the library to ring in the holidays! (Goal 1b, 2b, 2c)

Pianist Stephen Page performed a Holiday concert in the Periodical Room! (Goal 1b)

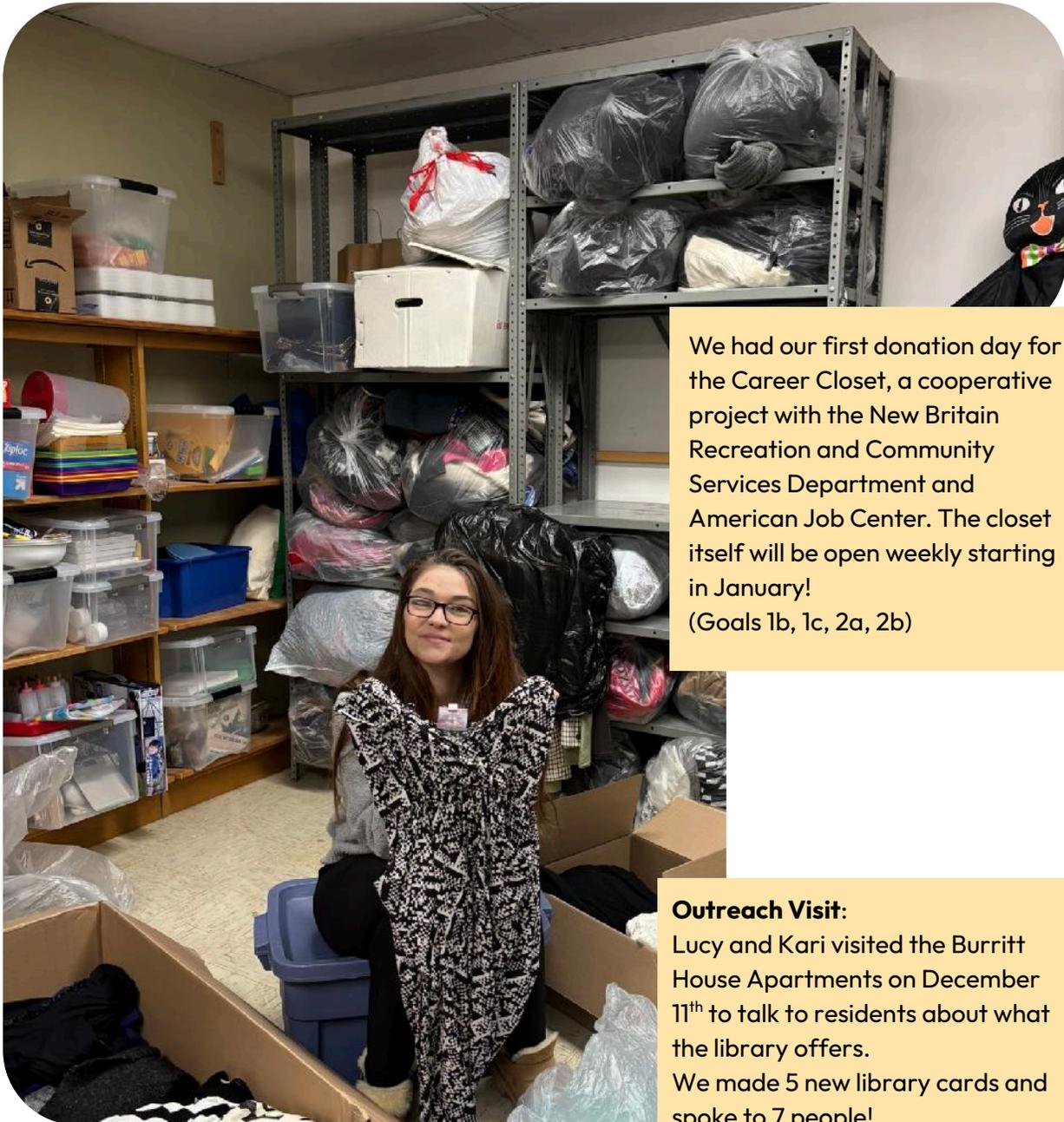


# NEW BRITAIN PUBLIC LIBRARY

## ADULT SERVICES AND COMMUNITY ENGAGEMENT

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

& GOAL 2: COMMUNITY



We had our first donation day for the Career Closet, a cooperative project with the New Britain Recreation and Community Services Department and American Job Center. The closet itself will be open weekly starting in January!  
(Goals 1b, 1c, 2a, 2b)

### **Outreach Visit:**

Lucy and Kari visited the Burrirt House Apartments on December 11<sup>th</sup> to talk to residents about what the library offers. We made 5 new library cards and spoke to 7 people! We are currently in discussions to grow this partnership.  
(Goals 1a, 1c)

# NEW BRITAIN PUBLIC LIBRARY MAKERSPACE

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

**& GOAL 2: COMMUNITY**



**Crochet Club Holiday Party**

**Amal donating our community-made scarves and hats.**



### **Crochet Club Community Project**

Our Crochet Club worked on a community project in the spirit of the holiday season, creating scarves and hats which we donated to the Friendship Service Center. (1b, 1c)



**Beaded Earrings with Janet**

### **Cricut One-on-One Sessions**

The Makerspace continued our goal of focusing on a different technique each month by providing one-on-one sessions with our Cricut machine. (Goals 1a, 1b)

### **Appointment Access Day**

We held our Appointment Access Day on the first Monday of the month. Patrons reserved one of three two-hour time slots for focused, one-on-one support with their projects. We shared the projects patrons made via Instagram stories throughout the day.

(Goals 1a, 1b)

# NEW BRITAIN PUBLIC LIBRARY MAKERSPACE

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

**& GOAL 2: COMMUNITY**

## **Holiday Drop-in Day**

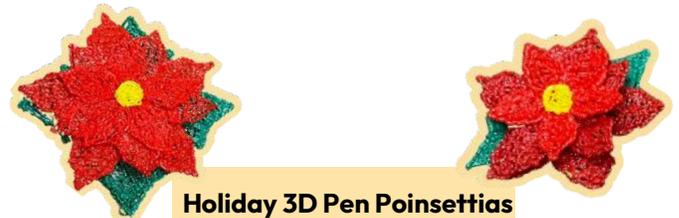
We held a drop-in craft day for patrons to create holiday gifts and décor using many different ideas and supplies from our craft buffet for patrons to choose from and be creative. (Goals 1a, 2a, 2c)



**Izabella's Monthly  
Take Home Craft Kit**



**Junk Journal Club**



**Holiday 3D Pen Poinsettias**

## **Junk Journal Club**

We held our second meeting of Junk Journal Club, led by Mads and Izabella. This has been very successful in bringing new patrons to the Makerspace, particularly older teens and young adults. (Goals 1a, 2c)

We doubled our studio stats from November to December, jumping from 24 to 49 studio sessions!



# December 2025



## Gingerbread Rage Room

Teens started off by constructing their own gingerbread houses. We then set up various items on a tarp (including the gingerbread house), and had the teens stomp around break the items! (Goals 1a, 1c, 2c, 2e)

## Laser Tag

Back by popular demand, the teen room was transformed into a laser tag arena for the afternoon. (Goals 1a, 1c, 2c, 2e)

## KPop Demon Hunter Perler Beads

Teens started off by constructing their own gingerbread houses. We then set up various items on a tarp (including the gingerbread house), and had the teens stomp around break the items! (Goals 1a, 1c, 2c, 2e)



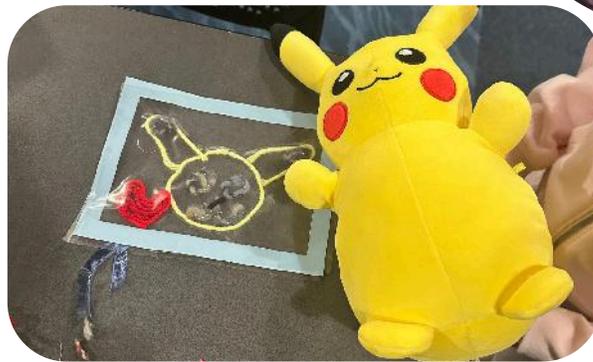
# NEW BRITAIN PUBLIC LIBRARY CHILDREN'S SERVICES

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

**& GOAL 2: COMMUNITY**

## Highlights:

- Girl Scout Carol Sing: The Girl Scout Troop from Jefferson School performed a number of Christmas songs by the fireplace at the beginning of the month. It was a nice kick-off to the holiday season. Goal 1.a
- The Night Before Christmas Tea Party: After sharing stories about gifts, the children enjoyed “tea” and cookies. Goal 1.a



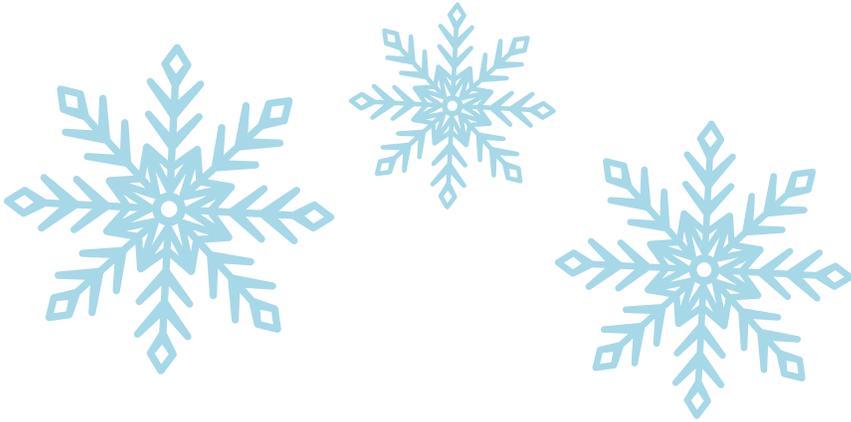
## In-house programs:

- Infant, Toddler, Preschool: Terrific Tots, Super Kids (including Storytime Zoo featuring an animal from the Hungerford Nature Center), Family Story Hour, Time for Tots
- School-age: STEAM Sessions (Food Chemistry, Magnetic Slime, Coding Bracelets, Bubble Experiments), Homeschool program (Bubble Time), Crafty Creatives Club (Ice Painting, Yarn Art, Terra Cotta Gingerbread Houses)
- Field trips: Third Grade Visits Goal 1.a

# NEW BRITAIN PUBLIC LIBRARY CHILDREN'S SERVICES

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

& GOAL 2: COMMUNITY



## Outreach programs:

- Preschool: Early Learning Program, Gaffney, Roosevelt Early Learning Center, YMCA, YWCA
- Kindergarten: Lincoln, Vance Goal
- Presentation to the Family Literacy Program at the YWCA Goal 1.c

## Specials:

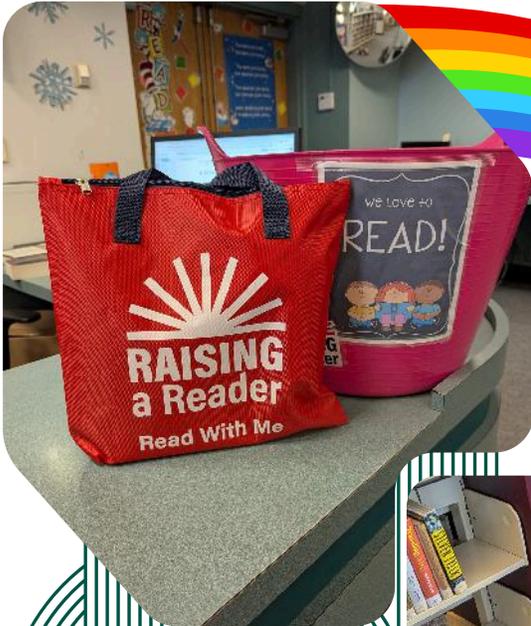
- Girl Scout Carol Sing
- The Night Before Christmas Tea Party Goal 1.a



# NEW BRITAIN PUBLIC LIBRARY JEFFERSON BRANCH

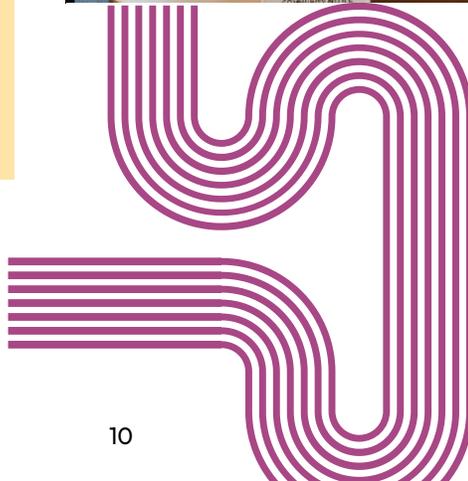
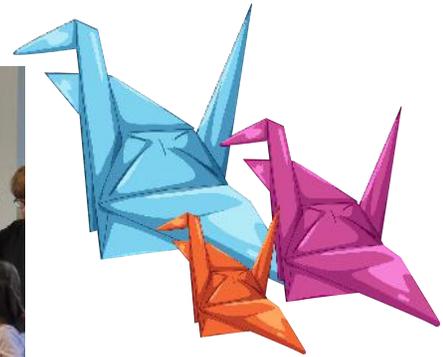
GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

& GOAL 2: COMMUNITY



**Programming:** Our Tiny Tales story time has successfully partnered with Literacy Volunteers of Central Connecticut, distributing their Raise a Reader Kits. Tiny Tales has consistently been bringing in at least 18 people every session, with new and returning faces every week. Families love bringing home new Raise a Reader Kits and trying them out. (Goal 1a & 1b)

**Programming:** Cozy Day at Jefferson invited the community learn more about the branch's offerings and have some fun. Families had access to 8 crafts to pick from, board games, and our technology materials. Warm blankets were set up in a comfy reading corner, and calming music played throughout the library. Families that came stayed for the whole program and beyond; staff kept activities running until the end of the day. (Goal 1a)





# NEW BRITAIN PUBLIC LIBRARY CIRCULATION



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

**& GOAL 2: COMMUNITY**

## December 2025



Circulation staff were very excited to participate in our first Best Tree competition! Staff decorated a Christmas tree near the front desk with an I-Spy theme. Our tree was decorated with 'lollipop' ornaments, a chain garland made of recycled book pages and staff elves. A white board was placed nearby with the other items to 'spy'. Thank you to all staff for such a fun collaboration!



### PERCENTAGE CHANGE OCT 2025 VS OCT 2024

171 New Cards **0.5%** ↓

111 Cards Renewed **30%** ↑

12116 Total Cardholders **6%** ↑

18868 Items Circulated **4%** ↓

12703 Patron Visits **2%** ↓



**Fifty-eight items** were delivered to **nine** patrons this holiday season. (Goal 1c: Meet the community where they are)



Elizabeth Tucker created this festive display for the holiday season!



# NEW BRITAIN PUBLIC LIBRARY TECHNICAL SERVICES



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

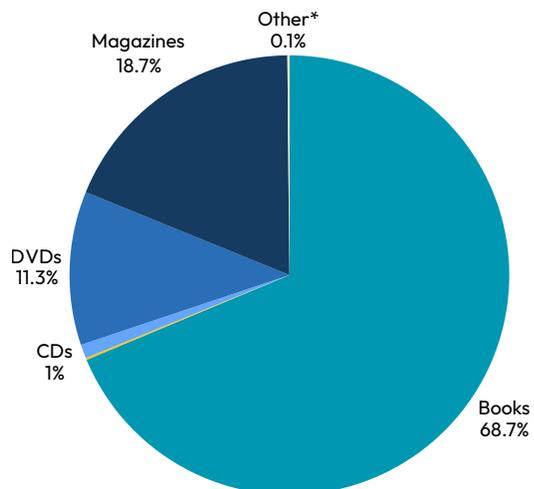


Three years ago, we researched and purchased new spine label printers to combat the ongoing issue of faded, illegible labels. Here is an example of a book that was labeled right before we switched to the new printers, compared to one added immediately after, as well as some additional pictures of old labels versus new:



Crystal continued her work on the Little Free Libraries, picking out and delivering new books, and even wrapping them up in the spirit of the holiday giving season!

### BREAKDOWN OF ITEMS ADDED BY TYPE



- 694 Items Added**
- 1,903 Items Withdrawn**
- 49 Items Mended**
- 54 Orders Coordinated**
- 268 Bibliographic Records Managed**

# NEW BRITAIN PUBLIC LIBRARY STAFF ENGAGEMENT

**Holiday Ugly Sweater Contest:** Staff dressed up for the holidays by wearing or getting creative and making a festive sweater in December. We celebrated with a potluck and voted on our favorite sweater which was, Danielle, from Adult Services. Congrats Danielle!



# NEW BRITAIN PUBLIC LIBRARY STAFF & COMMUNITY ENGAGEMENT

## Dept. Tree Decorating Contest:

This year library departments decorated the six trees of the library in their own chosen themes: Merry Fishmas, Oogie Bookie Christmas, Pretty in Pink, How The Grinch Stole Christmas, iSpy Christmas, and Vintage Christmas. Both staff and the community were able to vote on their favorite tree either online or onsite during the month of December. Adult Services' 'Merry Fishmas' was voted best decorated tree, congratulations!



# NEW BRITAIN PUBLIC LIBRARY BUILDING & MAINTENANCE

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

## COMPLETE



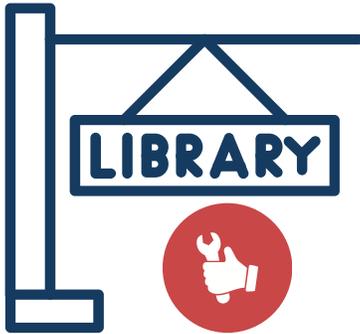
**Sanitary Maintenance:** The library has entered into a new maintenance contract with a vendor who provides feminine product dispensers, receptacles and products, sharps containers, and hand sanitizer. The company comes monthly to properly dispose of the waste to prevent blood-borne pathogens contamination, maintains the equipment, and restocks the supplies. The company also now power washes and sanitizes the bathrooms quarterly, in conjunction to internal daily maintenance. This contract promotes the library's initiative to provide a healthy safe space as well as resources to the community, and stay in compliance with health regulations.



# NEW BRITAIN PUBLIC LIBRARY BUILDING & MAINTENANCE

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

IN PROGRESS



**Boiler & Boiler Room Repairs:** In October the boiler malfunctioned and caused damages to the boiler room and the boiler itself. ServPro is the vendor handling the clean-up, abatement, and repairs to the boiler room . NE Mechanical is the vendor handling the repairs to the boiler. Due to the flooding from the incident the sump pump motor failed and has been replaced. An alarm has now been installed on the pump to alert Maintenance Staff should the sump pump malfunction in the future. Phase II to address the ceiling will take place in January-February.



# NEW BRITAIN PUBLIC LIBRARY

# **BUILDING & MAINTENANCE**

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

## **IN PROGRESS**

- HVAC Replacement
- Hawley Wing Roof Rehabilitation