



Community Makerspace



**NEW BRITAIN
PUBLIC LIBRARY**

**ADMINISTRATIVE REPORT
JUNE & JULY 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**

June



Rachel went the Senior Center to read a story and do a windsock craft with Best Buddies. (Goal 1b)



The Library and the Friends of the Library participated in the Polish Festival, giving away free books, buttons, and signing people up for library cards! (Goal 1c, 1a, 2e)

NEW BRITAIN PUBLIC LIBRARY ADULT SERVICES AND COMMUNITY ENGAGEMENT

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& GOAL 2: COMMUNITY

June



The Library hosted a Community Give Back Day, featuring local vendors, giveaways, and food. (Goal 1b)



Rachel received a Certificate of Recognition from the City of New Britain for her work creating inclusive programming.

The Library participated in Juneteenth at the New Britain Museum of American Art, giving out buttons, books, and information about upcoming events! (Goals 1c, 1a, 2e)



The Library now carries Wonderbooks for Young Adults and Adults! Wonderbooks are a combination of Audio books and physical books!



NEW BRITAIN PUBLIC LIBRARY ADULT SERVICES AND COMMUNITY ENGAGEMENT

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July



The Library attended the NBMAA's free community day Chalk Fest event! (Goal 1c, 2b)



The Library attended the Ability Walk and Roll, a yearly event sponsored by the City of New Britain Commission on Persons with Disabilities. (Goal 1c, 2a, 2b)

NEW BRITAIN PUBLIC LIBRARY ADULT SERVICES AND COMMUNITY ENGAGEMENT

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

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July



The Library hosted a Queer Craft Market featuring 4 local vendors! (Goal 1a)

NEW BRITAIN PUBLIC LIBRARY MAKERSPACE

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

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June



This month, the Makerspace offered a variety of all-ages workshops that introduced participants to new creative techniques. Attendees learned how to make faux stained-glass art using black glue and paint, sew a four-panel quilted coaster, sculpt polymer clay into fruity jewelry dishes, and create handmade gifts during our special Father's Day Craft Day. Each workshop encouraged hands-on learning and creativity, welcoming beginners and experienced crafters alike.

(Goal 1b, 2a,2c)



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July



In July, the Makerspace hosted a series of creative, all-ages workshops focused on learning new crafting techniques. Participants designed whimsical Pressed Flower Fairy Wings, personalized accessories in the Customize Your Sun Hat workshop, and created Floral Resin Framed Bookmarks using dried flowers and resin. In Intro to Junk Journaling, attendees explored creative journaling with recycled materials, while the Beaded Starfish Earrings workshop introduced basic jewelry-making and beading skills. Each session encouraged hands-on exploration and artistic expression for all skill levels. (Goal 1b, 2e)



NEW BRITAIN PUBLIC LIBRARY MAKERSPACE

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July



The **Crochet Club** continues to welcome participants of all ages and skill levels to learn, practice, and enjoy the art of crochet in a relaxed, social setting. Whether working on personal projects or learning new stitches, members support one another while building their skills. This month, a beautiful moment came from our coworker **Sue Atwood**, who generously donated handmade fabric bags she sewed herself using her own materials. Her thoughtful gift added a warm and personal touch to the club. All the patrons were deeply touched by her kindness and expressed their appreciation for her creativity and generosity. Her contribution truly reflects the welcoming and supportive spirit of the Makerspace community. (Goal 1b,2e)



NEW BRITAIN PUBLIC LIBRARY YOUNG ADULT SERVICES

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

& GOAL 2: COMMUNITY



The YA department continued its summer partnership with YWCA's summer STRIVE program, providing programming weekly in July and capping off with a career development day hosted at the library. (Goals 1a, 1c, 2e)

The teens had fun participating in a number of fun activities including a make your own ramen night, DIY mini squishi craft, and game nights (Goals 2b, 2c)



NEW BRITAIN PUBLIC LIBRARY CHILDREN'S SERVICES

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

& GOAL 2: COMMUNITY



Summer Reading Bash: This year's Bash featured Glenn Costello, who taught the children Sportstacking. He worked with them on their technique so that they could increase their speed at stacking the cups. People of all ages were excited to see Harley, a llama from the Country Quilt Llama Farm in Cornwall. He patiently received lots of pats and posed for lots of pictures. Hungerford Nature Center brought a parrot, and did a presentation for a captivated audience. Spiderman dropped in during the afternoon to play with the kids and to encourage them to keep reading all summer. Other activities included crafts, dress-up clothes, tattoos, face painting, and building with big blue blocks and dinosaur bones. Goal 1.a



Specials: Pride Day (bracelet making, paper bag kites), Welcome to YA! (with the Teen Department) Goal 1.a

Chinese acrobat, Li Liu, kicked off our Thursday evening summer programs. She is a popular performer here who always draws a crowd. Goal 1.a



NEW BRITAIN PUBLIC LIBRARY CHILDREN'S SERVICES

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In-house programs

June: Super Kids, Crafty Creatives Club (puffy painting, paper bag kites), Family Story Hour, Pokemon Club Goal 1.a

Outreach programs:

Summer Reading Challenge promotional visits at Chamberlain, Holmes, Northend and Vance schools Goal 1.c



In-house programs July: Crafty Creatives Club (name bracelets, rainbow scratch art, marble painting, coffee filter butterflies, DIY Silly Putty), CT Invention Convention, Pet Show, Pokemon Club, Stuffie Sleepover, Time for Tots (Goal 1a)

Outreach programs: YWCA (school aged summer camp)

NEW BRITAIN PUBLIC LIBRARY CHILDREN'S SERVICES

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A Multitude of Programs: A number of performers and presenters offered a variety of programs for children: Blue Moon Raptors (The Secret Life of Owls), Science Heroes (storytelling with science), storytellers Mary Jo Maichack and Rona Leventhal, juggler Michael Menes, The Wonderland Works Company (Santa and Mrs. Claus and Minty the Elf were here for Christmas in July), Magician Michael Gagne, and Storytime with Miss Amy. (Goal 1a)

Special programs: Temporary Tattoo Parlor, Sensory Playtime



NEW BRITAIN PUBLIC LIBRARY JEFFERSON BRANCH

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

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Programming: Children and caregivers were delighted by the variety of programming at Jefferson in July. Children of different ages were able to get up close with reptiles and raptors! Families were also delighted by crafts, a puppet show and songs. (Goal 1a)



Programming: Staff at Jefferson also placed small interactive zones throughout the library for users to engage with. Zones included, crafts, coloring, a community puzzle and a scavenger hunt. (Goals 1a, 2c)

Jefferson added new items for patrons. New updates to the toys were made for children, as well as Tonies have been added to the circulating collection. (Goal 1a)



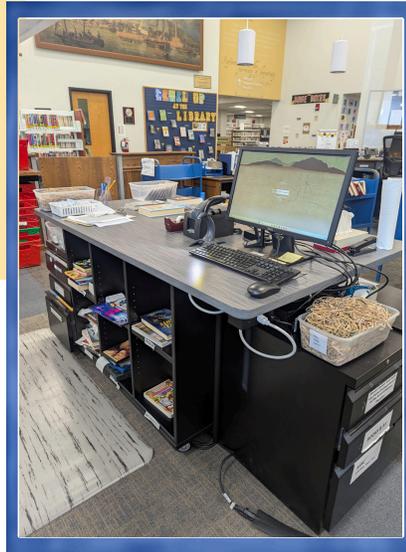
NEW BRITAIN PUBLIC LIBRARY CIRCULATION

GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

& GOAL 2: COMMUNITY



A fully equipped workstation —with a barcode scanner and receipt printer—has been set up on our new island, allowing us to once again handle LCI and DeliverIT deliveries in our regular work space.



Ninety-two items were delivered to eleven patrons in June while **sixty-five** items were delivered to eight patrons in July.
(Goal 1c: Meet the community where they are)



Outreach Stars:
Thank you to **Chloe Santana** for volunteering at the Polish Festival, Ability Walk and Roll event, as well as, the Main Street Market!

Thank you to **Erica Folta** for helping at the Juneteenth event at the NBMAA!

NEW BRITAIN PUBLIC LIBRARY TECHNICAL SERVICES



GOAL 1: PROVIDE PROGRAMS AND SERVICES TO ALL COMMUNITY MEMBERS

Our consortium is migrating to a new integrated library system (catalog), with a target date of June 2026. As the migration liaison, Megan has been working closely with our consortium to clean-up our collection data in preparation for the next phase of this major project.



New Collections!

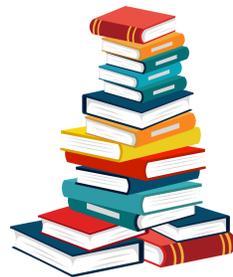
We cataloged, processed, and set up 99 Tonies and 8 Tonie boxes for our ever growing Library of Things collection. We also added adult, young adult and large print Wonderbooks! For each new collection, there is a lot of behind-the-scenes set-up necessary, but we welcome the challenge each time!



Shoutout to Crystal!

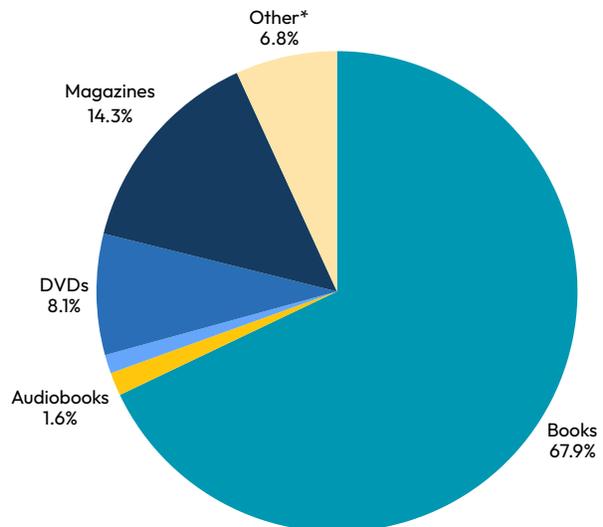


After sharing her with Adult Services for many years, we're thrilled to have her be a full-time member of Tech Services, with her promotion to Library Associate and Little Free Library Steward! (Goal 1c, 2e) Congrats, Crystal!



In July, the Tech Services team began inventorying the entire library collection. Though this project is daunting, we are excited to clean-up our catalog data and physical shelves, both of which will greatly improve access to our collections! (Goal 1a).

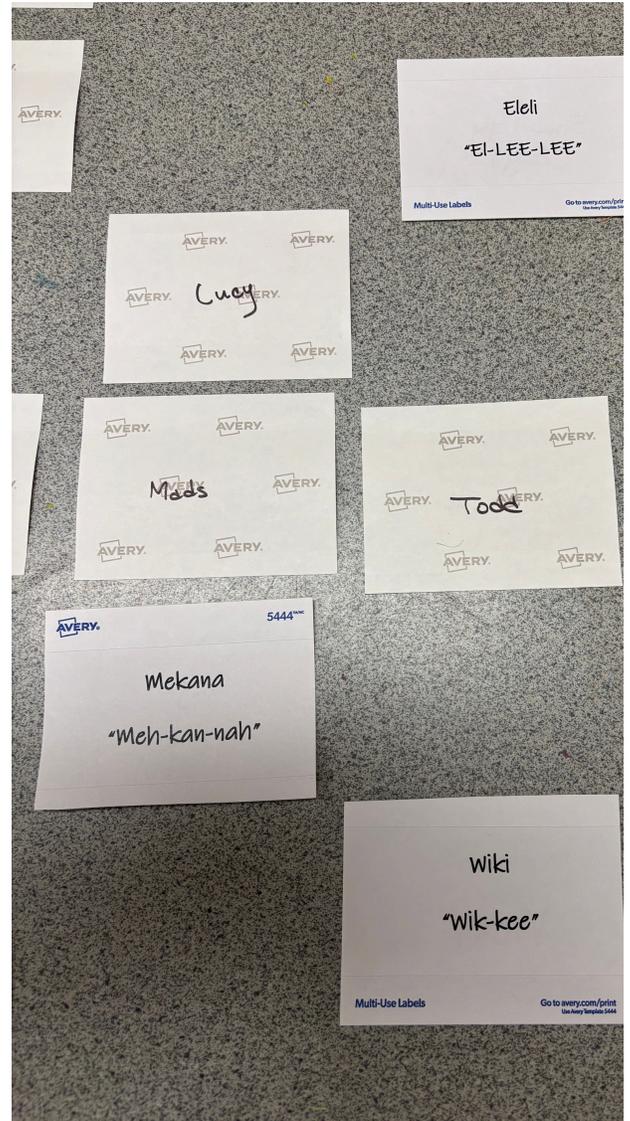
BREAKDOWN OF ITEMS ADDED BY TYPE



*Tonies, video games

- 1,921 Items Added**
- 2,242 Items Withdrawn**
- 83 Items Mended**
- 53 Orders Coordinated**
- 900 Bibliographic Records Managed**

NEW BRITAIN PUBLIC LIBRARY STAFF ENGAGEMENT



Aloha 



King Kamehameha Celebration:

The staff celebrated in Luau style in honor of King Kamehameha a great Hawaiian warrior, diplomat, and leader on the same day as the state of Hawaii, June 11th!

Staff wore tropical garb, had name tags with Hawaiian names, and enjoyed lunch the Hawaiian way prepared by Library Assistant, Sue.

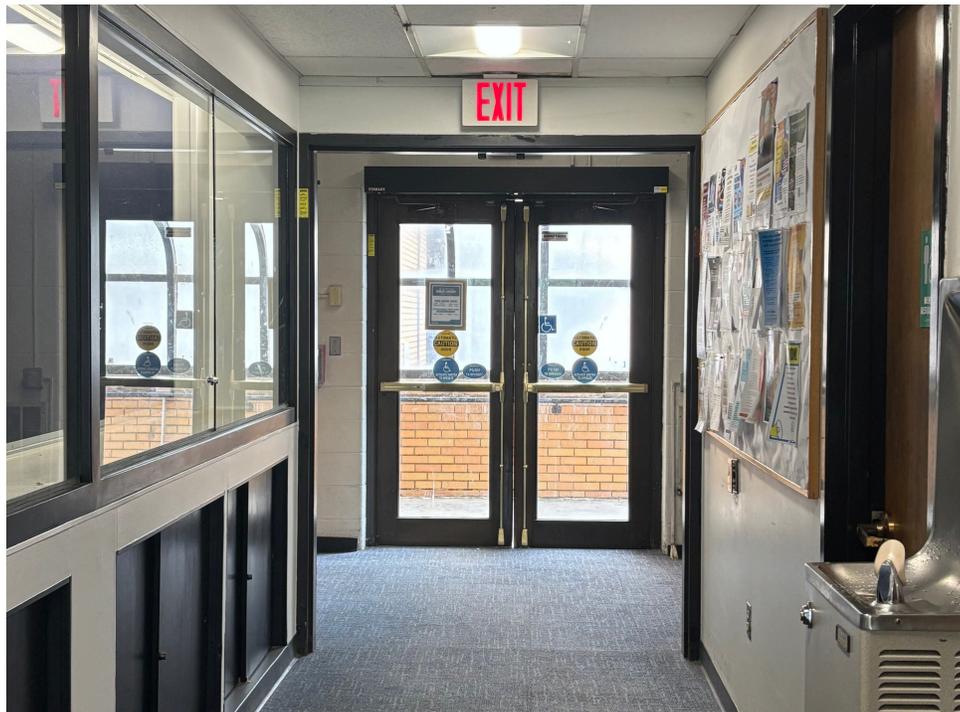
NEW BRITAIN PUBLIC LIBRARY BUILDING & MAINTENANCE

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

COMPLETE



Interior Doors Removal: The front and back entrance interior doors were removed to promote accessibility and safety.



NEW BRITAIN PUBLIC LIBRARY BUILDING & MAINTENANCE

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COMPLETE



Study Room Project: The construction of the Study Rooms in the Cooper Building is complete. the rooms have been furnished and the Smartboard has been installed.

The Study Rooms are already receiving steady use serving as multi-functional spaces providing quiet space for studying or meeting one-on-one, or conference spaces for larger groups. Patrons, staff, and local organizations utilize these rooms free of charge through a reservation system or walk-in upon availability.



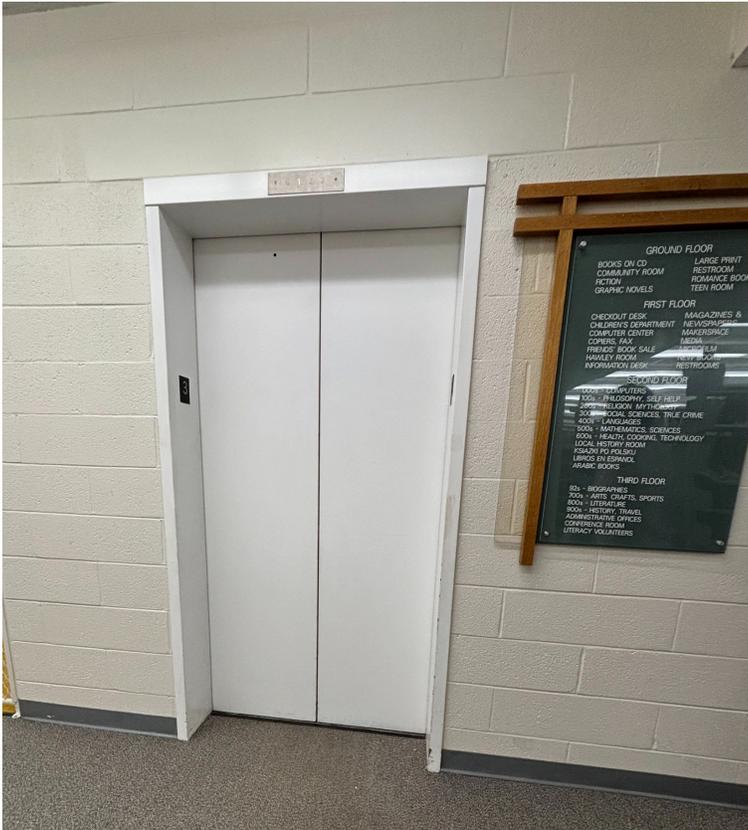
Smartboards: Two more Smartboards have been installed in the Community Room and Conference Room, funded by the Study Room Project.



NEW BRITAIN PUBLIC LIBRARY BUILDING & MAINTENANCE

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

COMPLETE



Elevator Weight Test & Battery

Replacement : The library had its state mandated Class C2 Elevator Weight Test which is required every 5 years. Along with completion of the weight test, the elevator battery was replaced. The elevator is functioning properly, and safely.

NEW BRITAIN PUBLIC LIBRARY BUILDING & MAINTENANCE

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IN PROGRESS



Before

Erwin Wing Roof Project: The rehabilitation of the Erwin Wing Roof is underway, receiving a new EPDM membrane roofing system which will ensure structural integrity for another 50+ years. This project is funded by HUD's Community Development Block Grant.



After



NEW BRITAIN PUBLIC LIBRARY BUILDING & MAINTENANCE

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

IN PROGRESS



New Server Room Project: The transformation of the New Server Room has commenced, with HVAC underway and minis-splits being installed to keep the room temperature controlled in preparation for the new server equipment in serving as the City of New Britain's backup network site.

ADDITIONAL PROJECTS IN PROGRESS

- Hawley Wing Roof Rehabilitation

NEW BRITAIN PUBLIC LIBRARY

ADMINISTRATION

HR Manager Beth Iacampo put together a new Employee Handbook and worked with Director Viktor Sjöberg and an ad-hoc board committee lead by Nicholas D'Agostino to finalize it. This is the first time since 2002 that the Library has a new handbook and we are grateful to Beth and everyone else involved for this work, which addresses Goal 4a: Review personnel policies and procedures.

Director Viktor Sjöberg worked with University of Hartford Professor of Marketing Brian Jud and his class of marketing students to develop marketing plans for the Library. The work was initiated through Viktor delivering a lecture to the students on the library's goals, plans, recent work and current marketing practices. The students then worked in two separate groups over the span of six weeks to develop their plans. The project's final stage was pitch meetings with the client (the Library) where the visions were shared. It was a very interesting and worthwhile process, where we will be able to incorporate several new ideas. It was also encouraging to see that several ideas that the Library had already considered but not yet implemented were also being brought forth as suggestions by the students. (Goal 2b.)

In June, the CT State Legislature approved Public Act 25-168 Sec. 322 which implements new statutory requirements for CT Public Libraries. This bill builds on the SB2 bill that passed in 2023. These new requirements apply to all principal public libraries, are law, and essential for continued eligibility for the Sec. 11-24b State Grants to principal public libraries incentive grants. This means that the Library needs to revise its Collection Development Policy and create the following new policies: a Display Policy, a Program Policy, and a separate Reconsideration Policy. This work has been completed by our great Policy Review Team and the documents have been sent to the State Library for their review. Pending their approval, the policies will be presented to the Library Board at the September meeting. (Goal 4a.)