



**Board of Library Trustees Meeting**  
**Tuesday, July 7, 2026 at 7:00 PM**  
**Raya Stern Trustees Room - Watertown Free Public**  
**Library**  
**123 Main Street, Watertown, Massachusetts 02472**

**Agenda**

**ACCESS INFORMATION:**

- A. This meeting will be held on Tuesday, July 7, 2026 at 7:00pm. Location: Raya Stern Trustees Room - Watertown Free Public Library, 123 Main Street, Watertown, Massachusetts 02472
  - B. Please Visit the Board of Library Trustees Website here:  
<https://www.watertownlib.org/203/Trustees>
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- 1. Call to Order
- 2. Roll Call
- 3. Secretary's Report
  - A. Minutes of May 5, 2026 Meeting
  - B. Minutes of June 2, 2026 Meeting
- 4. Public Forum
- 5. O'Some Café Update
  - A. Financial Report
- 6. Financial Report
  - A. FY26 Budget
  - B. FY27 Budget
  - C. Burke Fund Report
  - D. HATCH Financials
  - E. Consideration and Action on Acceptance of Donations
- 7. Chair's Report
- 8. Director's Report
  - A. General Updates
- 9. Old Business
  - A. No Old Business to Discuss
- 10. New Business
  - A. Consideration and Action on Using the Library as a Polling Place
  - B. Review of 2027 Gallery Booking Presentation

C. FY27 Action Plan Presentation

11. Requests for Information and Responses
12. Date of next meeting
13. Adjournment

**Board of Library Trustees Meeting  
Tuesday May 5, 2026 at 7:00pm**

**Raya Stern Trustees Room - Watertown Free Public Library  
123 Main Street Watertown, MA 02472**

**Meeting Minutes**

**Documents used and/or referred to during this meeting include the following:** April 2026 Board of Library Trustees Draft Meeting Minutes, FY26 Year to Date Budget Report, FY26 Funds and Grants Spreadsheet, Griffin and Burke Fund Reports, FY26 Hatch Summary, Memo From Director Long listing Donations received in April 2026, Director's Report dated May 5, 2026, Cover letter and resume from Ryan Brennan, and the following Memos from Director Long: (i) re: Budget Transfer requests, (ii) re: Treasurer Authorization for Transfers, (iii) re: Bridge Funds Request, (iv) re: Burke Fund Allocation,. The meeting was recorded by Watertown Cable Access Television and is available for viewing at wcatv.org.

1. **Call to Order at 7:02PM.** Present by roll call: Director Long, Assistant Director Maturevitch, Trustee Murphy-Holroyd, Trustee Owens, Trustee Kokoros, Trustee Peng, Chair Young, Trustee Hammonds.

1.A. **New Employee Introduction.** Chair Young shifted this item from New Business to the top of the agenda. Director Long introduced Ryan Brennan. He is the newly hired supervisor of Access Services. The trustees welcomed Ryan to WFPL and asked a few questions about his time here so far and his prior experience.

2. **Secretary's Report**

A. Minutes of April 9, 2026 Meeting. Trustee Owens made a motion to approve the minutes, Trustee Peng seconded. The motion passed unanimously.

3. **Public Forum.** No members of the public spoke during the public forum.

4. **O'Some Cafe Update.** Director Long does not have the financial report from O'some yet but will forward it to the trustees when it is available. Trustee Owens asked if O'some is open on weekends and Assistant Director Maturevich stated that they are scheduled to be open on Saturdays until 4:00 but there are days when they do not have staffing and close earlier.

5. **Financial Report.** Trustee Kokoros presented the financial report as follows:

A. **FY26 Budget.** Year to date expenditures are \$2,992,370, encumbrances are \$181,343, Available Budget is \$981,489, and Percent of Budget used is 76.4 percent.

B. **Burke Fund Report.** Available Budget is \$3,934

C. **HATCH Financials.** Available Budget is \$5,807

Trustee Owens asked why the budget lines for electric/gas are zero. Director Long and Trustee Kokoros explained that electric and gas costs used to be part of the library budget but are now

in the Public Building Department's budget. Assistant Director Maturevich noted that the Public Buildings Department was formed around 2019. Trustee Peng asked when the FY27 budget will be finalized. Director Long reported that the City Council is holding budget hearings this month. She gave an overview of the City's budget process to date and noted that a budget would be finalized by June and the FY27 budget will begin on July 1st. Trustee Hammonds added that the library budget is on the council's hearing agenda and encouraged trustees to attend that hearing next week. Director Long noted that questions at the budget hearing would be directed to her but she would appreciate trustees' presence as a show of support.

A motion was made by Trustee Hammonds to approve the financial report. Seconded by Trustee Peng. The motion passed unanimously.

**D. Consideration and Action on Acceptance of Donations.** Trustee Murphy-Holroyd made a motion to accept the donations for April 2026. Motion seconded by Trustee Kokoros. Motion passed unanimously.

**6. Chair's Report.** Chair Young asked the trustees to try to attend the city council's budget hearing on May 11th at 6:00 in the Council Chambers.

## **7. Director's Report**

**A. General Updates.** Director Long highlighted updates from her Director's report.

**B. Discussion.** The Trustees expressed their appreciation to Director Long for participating at a talk on free speech at Harvard this month and for stepping into a vacancy on the Board of Directors for Minuteman Library Network.

When discussing the bookmobile's updated schedule, Director Long noted that it is nice to have Kirsten back since spring is such a busy time for the bookmobile. Trustee Hammonds noted that the Waltham Library has just added a bookmobile and wondered if they had met with Watertown staff in preparation. Kim confirmed that they had and that the bookmobile also visited a Newton fundraiser recently, as the Newton library is also planning to get one. Chair Young noted that it is nice that the local libraries are collaborating and sharing knowledge and experience.

Trustee Peng appreciated the teen employment program and resume building workshop for offering important life skills to local teens and Chair Young appreciated that it was a program that was planned by teens for their peers. Trustee Peng hopes that there will be other events like this planned in the future. Director Long noted that staff will engage with the Teen Advisory Board about what they would like to see for future programs and she is pretty sure that they will want to run this or a similar employment skills workshop again.

Trustee Hammonds commented that the increase in visits to Hatch compared to prior years is likely related to the fact that we were able to increase the amount of hours for a Hatch assistant last year, leading to an increase in open hours and programs. She noted that dollars spent on library services are impactful and she wanted to highlight that since we are in budget season again. Director Long agreed and is pleased that the City Manager has recommended a further increase in hours for the Hatch assistant this year.

Trustee Kokoros reminded trustees that the Watertown Square Plan open house is coming up on May 20th.

Trustee Owens praised Director Long for all of her outreach and advocacy efforts.

8. **Old Business.** No old business.

9. **New Business**

A. **New Employee Introduction.** Moved to agenda item 1A.

B. **Consideration and Action on Transfer Request.** Director Long explained the process for making line-item transfers in preparation for the end of the fiscal year. As set forth in her memo to the trustees, Director Long requested that the following transfers be approved: \$10,000 from Part-Time Salaries to Overtime, \$998 from Dues and Subscriptions to Staff Development, \$1,000 from Committee Expenses to Staff Development and \$3,200 from Book Processing to Staff Development.

Trustee Kokoros asked what the extra staff development funds would cover and Director Long said they would cover reimbursements to several staff members who attended professional development programs during the year as well as the upcoming MLA conference. Also, the funds will cover costs for this month's professional development day. There are two speakers coming, one will speak about mental health/self care and the other speaker is a customer service trainer. Trustee Owens asked if it is usual to have funds left in Book Processing, Director Long said that book processing costs are harder to estimate at the start of the year so it is typical to have a little left at year-end.

Trustee Hammonds made a motion to approve all of the requested transfers requested in the memo from Director Long. Chair Young seconded. The motion passed unanimously.

C. **Consideration and Action on Treasurer Authorization for Transfers.** Director Long requested that the trustees authorize the treasurer, Trustee Kokoros, to approve line-item transfers through the end of the 2026 fiscal year.

Chair Young made a motion to authorize Trustee Kokoros to approve line-item transfers within the operating budget until the closure of the 2026 fiscal year. Trustee Peng seconded. The motion passed unanimously.

D. **Consideration and Action on Bridge Fund Request.** Director Long requested the allocation of \$2,225 from the Barry fund to allow the library to continue ordering materials during the fiscal year transition. Trustee Long explained that by utilizing the trust funds, library staff may order items that will arrive after July 1 which cannot be paid with FY2026 funds. This will avoid delays with receiving popular releases as FY2027 funds are made available.

Trustee Hammonds made a motion to allocate \$2,225 from the Barry Trust to allow the library to continue ordering materials during the fiscal year transition. Trustee Murphy-Holroyd seconded. The motion passed unanimously.

**E. Consideration and Action on Burke Fund Allocations.** Director Long stated that WFPL gets an annual grant from the Boston Foundation and is usually notified of the amount in February or March. This money goes into the Burke Fund. Unlike prior years, we have not yet been notified of the exact amount of this year's grant. Boston Foundation leadership is in transition and Director Long has not been able to reach them to inquire about the amount. She expects that we will receive the funds as usual and has no reason to believe the grant is not coming. So, Director Long requested that upon receipt of the FY27 Burke fund monies from the Boston Foundation, that the funds be allocated in our usual manner. The normal procedure is to set aside fixed amounts for Movie Licenses and Museum Passes and then allocate the remaining funds to materials and programming in the following manner: 10% for Teen Materials, 18% for Teen Programming, 5% for Children's Materials, 56% for Children's Programming, 5% for General (adult) Materials and 6% for General Programming.

Trustee Hammonds made a motion to authorize the allocation of the FY2027 Burke Funds, once received, in the manner set forth in the memo from Director Long. Trustee Kokoros seconded. The motion passed unanimously.

**F. Discussion on Director Annual Review Process.** Chair Young, Trustee Hammonds and Director Long outlined the process and timeline for the director's annual review that will take place over the summer. Director Long will submit a self-review in time for the July trustees' meeting. Then, each trustee will submit a review and forward it to the Board secretary, Trustee Hammonds, by August 15th. Trustee Hammonds will compile all the reviews into a single document that will be included in the September packet. The director review will be an agenda item for the September meeting. Director Long said that the director review document from last year can be found in the meeting documents from the September 2025 trustees' meeting. Chair Young assured new trustees that they can direct questions about the process to one of the other trustees. Trustee Hammonds said that trustees can also feel free to discuss their review with Director Long and added that there may be questions on the review form for which some trustees have not had the opportunity to review the director's performance. That is fine, just note it on the review form.

**G. By-Laws Review Process Discussion.** Trustee Hammonds noted that the Board's bylaws have not been updated for about ten years and a few minor updates are needed. She suggested that she submit proposed revisions at the next meeting. She will forward a draft and discuss with Trustee Murphy-Holroyd prior to the meeting and then review the revisions and ask for any additional comments from the rest of the Board at the June meeting.

10. **Requests for Information and Responses.** None.

11. **Date of next meeting.** June 2, 2026

12. **Adjournment.** Trustee Kokoros made a motion to adjourn, motion seconded by Chair Young. Motion passed unanimously and the meeting adjourned at 8:09 PM.

**Board of Library Trustees Meeting  
Tuesday June 2, 2026 at 7:00pm**

**Raya Stern Trustees Room - Watertown Free Public Library  
123 Main Street Watertown, MA 02472**

**Meeting Minutes**

**Documents used and/or referred to during this meeting include the following:** May 2026 Board of Library Trustees Draft Meeting Minutes, FY26 Year to Date Budget Report, FY26 Funds and Grants Spreadsheet, Griffin and Burke Fund Reports, FY26 Hatch Summary, Memo From Director Long listing Donations received in May 2026, Director's Report dated June 2, 2026, Memos from Director Long: (i) re: Request to Extend library hours for World Cup Watching Party, and (ii) re: Proposed Revision to Library of Things Policy. The meeting was recorded by Watertown Cable Access Television and is available for viewing at wcatv.org.

1. **Call to Order at 7:02PM.** Present by roll call: Director Long, Assistant Director Maturevich, Trustee Murphy-Holroyd, Trustee Owens, Trustee Kokoros, Trustee Peng, Chair Young, Trustee Hammonds.

2. **Secretary's Report**

A. Minutes of May 5, 2026 Meeting. Trustee Hammonds noted that the May minutes might require one change to reflect that an item was moved to the top of the agenda. She suggested that we table for now and vote on the May minutes next month. Trustees agreed.

3. **Public Forum.** No members of the public spoke during the public forum.

4. **O'Some Cafe Update.** Director Long has not yet received the report from O'Some. She will forward it to the trustees once she has it.

5. **Financial Report.** Trustee Kokoros presented the financial report as follows:

A. **FY26 Budget.** Year to date expenditures are \$3,331,208, encumbrances are \$172,829, Available Budget is \$651,164, and Percent of Budget used is 84.3 percent.

B. **Burke Fund Report.** Available Budget is \$2,911.79

C. **HATCH Financials.** Available Budget is \$1,564

Trustee Kokoros noted there was one transfer he made during May for \$235 from conference expenses to staff development to cover an upcoming training.

A motion was made by Trustee Hammonds to approve the financial report. Seconded by Trustee Murphy-Holroyd. The motion passed unanimously.

D. **Consideration and Action on Acceptance of Donations.** Trustee Murphy-Holroyd made a motion to accept the donations received in May. Motion seconded by Trustee Kokoros. Motion passed unanimously.

6. **Chair's Report.** Chair Young informed the trustees that the Building Committee met and discussed possibly changing the name and structure of the committee into a friends group. It is an ongoing discussion. The goal being to seek new members and increase the committee's activity in the community. Chair Young also congratulated Director Long on her acceptance into the local government leadership and management program.

## 7. **Director's Report**

A. **General Updates.** Director Long highlighted updates from her Director's report. In her budget update, she noted that there was an increase in the temp budget for circulation and that Natasha's position was reclassified to reflect the work she is doing, so those are additional increases to the temp and full-time salaries for FY27. These increases are in addition to the other increases listed in her director's report.

B. **Discussion.** Trustee Hammonds asked what the increase in Hatch hours will be as a result of moving Seth's position from part-time to full-time. Assistant Director Maturevich reported that there will be increased hours on Saturday mornings and Monday evenings for additional training sessions. Trustee Owens asked if we are looking for Hatch volunteers and in what capacity. Asst Dir. Maturevich said we are always looking for new volunteers, usually people who have skill sets such as sewing or laser cutting/printing etc. Trustee Peng asked about the schedule for volunteers and there was a discussion of how the volunteer schedule works and how crucial our volunteers are to Hatch operation.

Trustee Owens asked if the Local Government leadership and management program would be part-time. Director Long reported that the program will meet on Fridays starting in Fall of 2027. It will meet on Zoom and in person (one Friday a month will be in person). The program is selective. Human resources decided who from the city could apply. It's a 10-month program.

Trustee Kokoros commended the children's room staff. He noted that the last several Saturdays have been rainy and the Children's room has been packed.

8. **Old Business.** No old business.

## 9. **New Business**

### A. **Consideration and Action on Extending Library Hours for World Cup Watch Party.**

Director Long is requesting that the library stay open on Sunday July 19, 2026 for a World Cup Watch Party that will be held in Saltonstall Park. The library is normally open 1-5. We would send most staff home at 5 on the 19th but keep one staff person in the building to allow for the rear entrance to remain open so that people can use the restrooms. There will also be an area in the Watertown Savings Bank Room for snacks, so people can go into that room. The rest of the library would be closed to the public after 5. Trustee Owens asked if the game would be screened in the WSB Room in addition to the outdoor screen. Director Long said that is to be determined—they are checking on the licensing to see if that is possible. Trustee Peng asked what happens if the game goes late—Director Long replied that games are 90 mins and should wrap up by 7:30 and that 8:00 is likely plenty of time. Trustee Peng asked about alcohol policy for this event. Director Long stated that no alcohol is allowed as it takes place on public property. Library staff will address any infractions of this policy, asking people to refrain or leave the event. Trustee Hammonds asked if Rec staff would be on hand as well. Director Long noted that they will be helping to plan and set-up, but won't be staffing the event.

Trustee Hammonds made a motion to approve extending the library hours until 8 pm on Sunday, July 19, 2026 for the World Cup Watch Party. Chair Young seconded. Motion passed unanimously.

**B. Consideration and Action on Library of Things Policy Updates.** Director Long explained that she would like to update the policy to clearly state that the Library will only accept donations of items to the Library of Things if those items are in new or like-new condition. The current policy says items will only be accepted if they are in usable condition and could reasonably be circulated for at least one year after acquisition. This is a little more subjective than what is practical for the collection. Trustee Hammonds asked if people bring items in and ask to donate them on the spot or is there a form that needs to be filled out or emailed first. Director Long said it's rare for people to bring donations in without asking first. Trustee Kokoros noted that there are a lot of Everything is Free groups that people can be directed to if their items are not accepted by the Library.

Trustee Owens made a motion to approve the edits to the Library of Things Policy as set forth in the revised draft of the policy. Trustee Peng seconded. The motion passed unanimously.

**C. Action Plan Update.** Director Long reviewed the progress on the current Action Plan and answered questions from the trustees. She noted that a new circulation desk will be ordered in the next few days and stored in city storage until we are ready to demolish the existing circulation desk. The new desk structure will be L-shaped and will jut out into the lobby more than the current desk, creating sight lines for staff to both entrances. The desk will be smaller than the existing desk so it will free up some room in the circulation area. Director Long will be sharing the drawings and measurements with the Board as they are finalized. Trustee Owens asked if the Holds shelf will move and Director Long noted that it will become an open area and patrons will be able to pick up their holds themselves. She noted that long-term it would be good to get new shelving for the Holds. For now, the current shelving will go against a wall in the lobby.

Citizenship corner—the library will receive half of the money earmarked by the state for new citizenship materials. It has been a struggle to get the earmarked funds and Director Long is pleased some of it is finally coming in. It is unclear if we will receive the other half. The new city treasurer will be able to help with this in future.

Director Long noted that she will be finalizing this year's action plan in the next month or two. She would like to hear from trustees about their priorities for what we would like to see highlighted on the next action plan. What policies do we think should be reviewed, etc. Trustees can email or call Director Long with action plan suggestions. Chair Young appreciated seeing the progress on the action plan, particularly the teen advisory committee and the changes to the lobby. Trustee Owens asked about book displays and if there is a policy/rules that covers that. Director Long said they've considered creating a policy about book displays, but by and large this comes down to staff judgment about what to highlight from the collection, especially given that all items in the collection are already subject to the collection development policy. There is not an interest in having a set policy on what to display—that is left to the professional library staff. Trustee Hammonds mentioned working on getting a more diverse response to future surveys. Trustee Kokoros asked if the surveys have included questions about how patrons get to the library, eg—public transport, bus, bike etc. With all of the planning taking place for the Watertown Square improvements this might be a good question for a future survey.

**10. Requests for Information and Responses.** None.

11. **Date of next meeting.** July 7, 2026. Brief discussion of August meeting date—it may need to be rescheduled due to vacation schedules.

12. **Adjournment.** Trustee Kokoros made a motion to adjourn, motion seconded by Chair Young. Motion passed unanimously and the meeting adjourned at 8:25 PM.

YEAR		2025						2026						
Library Monthly report		July	August	September	October	November	December	January	February	March	April	May	June	
Gross Sales	(monthly)	\$3,140.90	\$2,947.75	\$4,382.85	\$5,977.00	\$5,605.00	\$5,505.00	\$4,485.00	CLOSED	\$0.00	\$5,077.00	\$4,419.26	\$4,334.19	\$4,540.36
Rent	(monthly)	(100.00)	(100.00)	(100.00)	(100.00)	(100.00)	(100.00)	(100.00)	(100.00)	(100.00)	(100.00)	(100.00)	(100.00)	(100.00)
Labor	(monthly)	(2800.00)	(2800.00)	(2600.00)	(2600.00)	(2600.00)	(2600.00)	(2600.00)	0.00	(2200.00)	(2400.00)	(2596.00)	(2306.00)	(2306.00)
Inventory	(monthly)	(1200.00)	(800.00)	(800.00)	(1000.00)	(1000.00)	(1000.00)	(1000.00)	0.00	(1000.00)	(1000.00)	(800.00)	(800.00)	(800.00)
insurance:	(yearly)													
liability	with 100 Main	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)	(80.00)
worker compensation	with 100 Main	(91.00)	(91.00)	(91.00)	(91.00)	(91.00)	(91.00)	(91.00)	(91.00)	(91.00)	(91.00)	(91.00)	(91.00)	(91.00)
grease trap	(quarterly)				(160.00)									
Food establishment permit	(yearly)				(200.00)					(200.00)				
seating permit	(yearly)				(200.00)									
Tax														
<b>Net Total</b>		<b>(\$1,130.10)</b>	<b>(\$923.25)</b>	\$711.85	\$1,546.00	\$1,734.00	\$1,634.00	\$614.00	<b>(\$271.00)</b>	\$1,406.00	\$748.26	\$667.19	\$1,163.36	\$1,163.36

**FY26 YEAR TO DATE BUDGET REPORT**

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
0161051	510111	FULL TIME SALARIES	2,245,759	61,450	2,307,209	2,273,200.01	0.00	34,009	98.50
0161051	510112	PART TIME SALARIES	747,380	2,000	749,380	597,693.50	0.00	151,687	79.80
0161051	510130	OVERTIME	22,000	10,000	32,000	28,552.13	0.00	3,448	89.20
0161051	510143	LONGEVITY	26,422	50	26,472	22,670.14	0.00	3,802	85.60
0161051	510146	CPR STIPEND	250	0	250	0.00	0.00	250	0.00
0161051	510148	BILINGUAL STIPEND	0	3,000	3,000	0.00	0.00	3,000	0.00
0161051		Total 0161051 LIBRARY - PERS. SVCS.	3,041,811	76,500	3,118,311	2,922,115.78	0.00	196,195	93.70
0161052	520211	ELECTRICITY	0	26,537	26,537	0.00	26,536.53	0	100.00
0161052	520213	GAS	0	13,245	13,245	0.00	13,245.23	0	100.00
0161052	520240	OFFICE EQUIPMENT MAINTENANCE	20,299	0	20,299	19,286.29	1,009.97	2.74	100.00
0161052	520241	BUILDING MAINTENANCE	10,000	10,000	20,000	13,692.80	6,307.20	0	100.00
0161052	520244	COMPUTER MAINTENANCE	67,444	6,196	73,640	61,108.68	12,531.15	0	100.00
0161052	530327	REGIONAL LIBRARY SERVICES	91,343	-4,989	86,354	86,354.00	0.00	0	100.00
0161052	530342	COMMUNICATIONS - POSTAGE	2,100	-2,081	19	18.51	0.00	0.49	97.40
0161052	530383	PROGRAM SERVICES	11,770	0	11,770	11,199.97	570.03	0	100.00
0161052	540421	OFFICE SUPPLIES	14,200	4,989	19,189	18,081.16	1,107.60	0.24	100.00
0161052	540422	PRINTING & FORMS	12,000	2,081	14,081	14,081.00	0.00	0	100.00
0161052	540425	PROGRAM SUPPLIES	1,300	28	1,328	1,306.66	21.53	0	100.00
0161052	540430	BUILDING MAINTENANCE SUP.	3,000	1,542	4,542	4,541.60	0.00	0	100.00
0161052	550511	BOOKS	512,500	644	513,144	496,043.11	17,101.02	0	100.00
0161052	550512	BOOK PROCESSING	52,500	-3,200	49,300	41,569.72	7,730.28	0	100.00
0161052	570710	IN STATE TRAVEL	500	0	500	500.00	0.00	0	100.00
0161052	570720	OUT OF STATE TRAVEL	4,000	0	4,000	4,000.00	0.00	0	100.00
0161052	570730	DUES & SUBSCRIPTIONS	1,710	-998	712	712.00	0.00	0	100.00
0161052	570735	PROJECT LITERACY/TOWN	11,200	960	12,160	10,655.71	1,504.29	0	100.00
0161052	570785	COMMITTEE EXPENSES	2,600	-1,000	1,600	1,600.00	0.00	0	100.00
0161052	570786	CONFERENCE EXPENSES	3,050	-235	2,815	2,814.36	0.00	0.64	100.00
0161052	570787	STAFF DEVELOPMENT	3,050	5,433	8,483	8,481.04	0.00	1.96	100.00
0161052		Total 0161052 LIBRARY - EXPENSES	824,566	59,152	883,718	830,294.97	53,416.37	6.17	100.00
0161058	580840	BUILDING RENOVATIONS	50,000	27,889	77,889	47,865.63	30,022.91	0	100.00
0161058	580870	REPLACEMENT OF EQUIPMENT	75,000	224	75,224	51,320.12	23,903.71	0	100.00
0161058		Total 0161058 LIBRARY - CAPITAL	125,000	28,112	153,112	99,185.75	53,926.62	0	100.00
<b>Grand Total</b>			<b>3,991,377</b>	<b>163,764</b>	<b>4,155,141</b>	<b>3,851,596.50</b>	<b>107,342.99</b>	<b>196,201</b>	<b>95.30</b>

<b>FY26 4th QUARTER YTD BUDGET BREAKDOWN</b>		
<b>0161052 520240 EQUIPMENT MAINTENANCE</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
ACQUQUILT	\$ 929.97	HATCH SUPPLIES
JANET ACKERMAN	\$ 160.00	HATCH INSTRUCTION
AMAZON CAPITAL SERVICES	\$ 359.86	HATCH SUPPLIES/LAPTOP CHARGERS
ROBERT ANDERSON	\$ 80.00	HATCH INSTRUCTION
AUTOMATED BUSINESS MACHINES INC	\$ 360.00	PRINTER SERVICE
CANON SOLUTIONS AMERICA	\$ 350.49	PHOTOCOPIER CONTRACT
JEAN CHANG	\$ 200.00	HATCH INSTRUCTION
COMCAST	\$ 3,644.33	HATCH INTERNET
CAROLINE DEBROTA	\$ 80.00	HATCH INSTRUCTION
THOMAS DELGADO	\$ 32.28	HATCH REIMBURSEMENT
DEMCO	\$ 1,047.62	HATCH SUPPLIES
CHRISTOPHER ERNENWEIN	\$ 440.00	HATCH INSTRUCTION
DEBORAH FARRINGTON	\$ 220.00	HATCH INSTRUCTION
GRAINGER	\$ 1,318.36	HATCH SUPPLIES
THERESA MATUREVICH	\$ 2,244.43	HATCH REIMBURSEMENTS
CHERYL MOREAU	\$ 1,892.22	HATCH REIMBURSEMENTS/INSTRUCTION
ALLISON MORROW	\$ 811.59	HATCH REIMBURSEMENTS
RICOH USA INC	\$ 1,658.59	STAFF PHOTOCOPIER CONTRACT/TONER
SCOTT RUSHIA/NE ENGRAVERS	\$ 2,333.58	LASER CUTTER MAINTENANCE
SERVICESTAR DOCUMENT MGMT	\$ 899.00	ANNUAL VIEWSCAN WARRANTY
FREDERICK W SMITH	\$ 120.00	HATCH INSTRUCTION
STAPLES INC	\$ 456.18	HATCH MAKER CARDS
SURPLUS TECHNOLOGY SOLUTIONS LLC	\$ 75.00	E-WASTE RECYCLING
ULINE	\$ 348.57	DESK CHAIR
WB MASON	\$ 234.19	HATCH SUPPLIES
<b>TOTAL</b>	<b>\$ 20,296.26</b>	
<b>0161052 520241 BUILDING MAINTENANCE</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
ICL IMAGING CORP	\$ 6,307.20	WAYFINDING SIGNAGE
SUBURBAN GLASS & MIRROR	\$ 11,010.00	SLATE ROOF REPAIR/WATER TESTING
WAYNE ALARM SYSTEMS	\$ 2,682.80	PANIC BUTTONS
<b>TOTAL</b>	<b>\$ 20,000.00</b>	
<b>0161052 520244 COMPUTER MAINTENANCE</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
ASSABET	\$ 2,100.00	CALENDAR/MUSEUM PASS SOFTWARE
B&H PHOTO	\$ 3,414.58	SUPPLIES
BIBLIOTHECA	\$ 12,195.92	ANNUAL LICENSE RENEWAL
BITLY	\$ 96.00	ANNUAL SUBSCRIPTION
CANVA	\$ 119.99	ANNUAL SUBSCRIPTION
DELL MARKETING LP	\$ 2,516.72	STAFF MONITORS
DHE COMPUTER SYSTEMS	\$ 23,895.12	STAFF COMPUTERS
FARONICS TECHNOLOGIES USA	\$ 309.22	DEEP FREEZE RENEWAL
HOOTSUITE	\$ 1,188.00	ANNUAL SUBSCRIPTION

WATERTOWN FREE PUBLIC LIBRARY EXPENDITURE BREAKDOWN FY26

HUBTECH	\$ 4,557.30	CHROME LICENSES
INGRAM	\$ 350.00	IPAGE REVIEWS
INTUIFACE	\$ 1,464.00	ANNUAL RENEWAL
LENOVO INC	\$ 6,085.83	LAPTOPS
MAILCHIMP	\$ 1,430.00	MAILCHIMP SUBSCRIPTION
THERESA MATUREVICH	\$ 226.00	SERVER ROOM LADDER
MOSIO INC	\$ 959.00	ANNUAL RENEWAL
NOUN PROJECT	\$ 39.99	ANNUAL RENEWAL
NEW EGG BUSINESS INC	\$ 151.94	ADAPTERS
OCLC	\$ 5,670.72	CONTENTDM ANNUAL RENEWAL
SECURE BY DESIGN INC	\$ 240.00	NINITE ANNUAL RENEWAL
SENSOURCE	\$ 480.00	ANNUAL DOOR COUNTER SERVICE
SIDECAR PUBLICATIONS LLC	\$ 384.00	GIMLET 1-YEAR SERVICE
STAPLES	\$ 546.50	SUPPLIES
SURPLUS TECHNOLOGY SOLUTIONS	\$ 150.00	E-WASTE RECYCLING PICKUP
T-MOBILE	\$ 3,492.00	HOT SPOT SERVICE
WB MASON INC	\$ 17.00	TONER
WHENTOWORK LLC	\$ 1,560.00	ANNUAL RENEWAL
<b>TOTAL</b>	<b>\$ 73,639.83</b>	
<b>0161052 530383 PROGRAM SERVICES</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
4IMPRINT	\$ 269.13	BOOKMOBILE TABLECLOTH
ALPHAGRAPHICS	\$ 400.00	FOR FREEDOMS SIGNS
BLICK ART MATERIALS	\$ 378.99	TEEN PROGRAMMING
LUCIOLA VILLEIA BOUCHER	\$ 500.00	CHILDREN'S PROGRAMMING
REBECCA CHUGKOWSKI	\$ 100.00	TEEN PROGRAMMING
CAREY CONKEY	\$ 624.41	TEEN PROGRAMMING
DEMCO INC	\$ 94.72	BOOKMOBILE PROGRAMMING
DISCOUNT SCHOOL SUPPLY	\$ 40.00	CHILDREN'S PROGRAMMING
MATTHEW DONLE	\$ 450.00	CHILDREN'S PROGRAMMING
LIZ FLINT-SOMERVILLE	\$ 29.28	ADULT PROGRAMMING
ALLIE FRY	\$ 120.03	ADULT PROGRAMMING
KIRSTEN HANSEN	\$ 32.05	ARTS MARKET REGISTRATION
KIERNAN JOHNSTON	\$ 165.90	ASL INTERPRETING
RACHEL EVE JUDELSON	\$ 225.00	ASL SERVICES
CAROL KAGAN	\$ 675.00	CHILDREN'S PROGRAMMING
KALEIDOSCOPE ARTISTIC	\$ 800.00	SUMMER BLOCK PARTY ENTERTAINMENT
REBECCA KRANZ	\$ 150.00	ASL SERVICES
CLAIRE KRESGE	\$ 130.00	INTERPRETING SERVICES
MONA LEVITON	\$ 560.00	OBOW CART SERVICES
RACHEL MACLEAN	\$ 1,250.00	TEEN PROGRAMMING
MARIA MAYOBRE	\$ 150.00	ADULT PROGRAMMING
TIMOTHY PIPER MERLE	\$ 545.00	CHILDREN'S PROGRAMMING
POP UP ART SCHOOL INC	\$ 525.00	ADULT PROGRAMMING
JENNIFER C SCOTT	\$ 286.91	ASL INTERPRETING
SALMA SHAWA	\$ 450.00	ADULT PROGRAMMING
SIAGEL PRODUCTIONS	\$ 990.00	LITTLE BEATS
STAPLES INC	\$ 400.70	BOOKMOBILE/TEEN SUPPLIES
PAULI STERN	\$ 170.10	LIBRARY INSIDERS SUPPLIES
TJ STENO CAPTIONING	\$ 777.78	CART SERVICES
ELIZABETH WHITLOW	\$ 480.00	ADULT PROGRAMMING
<b>TOTAL</b>	<b>\$ 11,770.00</b>	

WATERTOWN FREE PUBLIC LIBRARY EXPENDITURE BREAKDOWN FY26

<b>0161052 540421 OFFICE SUPPLIES</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
AD SUTTON & SONS INC	\$ 17.82	HYGIENE STATION SUPPLIES
AMAZON.COM	\$ 618.57	OFFICE SUPPLIES
B AND H PHOTO	\$ 9.52	SUPPLIES
BLICK ART MATERIALS	\$ 40.93	CHALK MARKERS
CAREY CONKEY	\$ 461.96	PRIDE CRAFT SUPPLIES
CUSTOM ENGRAVING PLATES	\$ 103.45	NAMETAGS
DEMCO INC	\$ 97.64	STAFF ROOM CHAIR
DISPLAYS2GO	\$ 420.38	SIGN HOLDERS
CATHALINA EISAN	\$ 204.40	ASL INTERPRETATION
HAMCO KANSAS CITY	\$ 989.25	RECEIPT PAPER
KIRSTEN HANSEN	\$ 15.98	BOOKMOBILE SUPPLIES
JAMIE KALLESTAD	\$ 72.98	LOBBY MERCH DISPLAY
KIM LONG	\$ 497.98	SUPPLY REIMBURSEMENT
THERESA MATUREVICH	\$ 48.49	MICROWAVE
RICOH	\$ 1,105.20	PHOTOCOPIER SUPPLIES
SOUTHERN COMPUTER WAREHOUSE	\$ 3,327.29	TONER
STAPLES ADVANTAGE	\$ 3,789.06	OFFICE SUPPLIES
TJ STENO CAPTIONING LLC	\$ 752.47	CART SERVICES
ULINE	\$ 349.71	SUPPLIES
WB MASON	\$ 6,264.75	OFFICE SUPPLIES
<b>TOTAL</b>	<b>\$ 19,187.83</b>	
<b>0161052 540422 PRINTING</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
4IMPRINT	\$ 3,472.31	SUMMER READING TSHIRT PRINTING
MINUTEMAN PRESS	\$ 7,478.00	PRINTING
WB MASON	\$ 3,130.69	TONER/PAPER
<b>TOTAL</b>	<b>\$ 14,081.00</b>	
<b>0161052 540425 PROGRAM SUPPLIES</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
AMAZON.COM	\$ 49.18	BOOKMOBILE SUPPLIES
CLAUDIA BASALDUA	\$ 41.28	CLUB DE LECTURA SUPPLIES
CAREY CONKEY	\$ 20.16	TEEN PROGRAMMING SUPPLIES
DEMCO	\$ 11.38	BOOKMOBILE SUPPLIES
KELLY DENEEN	\$ 132.01	TEEN PROGRAMMING SUPPLIES
DISCOUNT SCHOOL SUPPLY	\$ 457.45	ADULT PROGRAMMING SUPPLIES
DEANNE ENGLAND	\$ 43.24	OLYMPIC WATCH PARTY SUPPLIES
ALLISON FRY	\$ 119.32	ADULT PROGRAMMING SUPPLIES
ALPHAGRAPHICS	\$ 149.10	FOR FREEDOMS SIGNAGE
STAPLES	\$ 225.74	PROGRAMMING SUPPLIES
PAULI STERN	\$ 51.14	ADULT PROGRAMMING SUPPLIES
WB MASON	\$ 28.19	PROGRAMMING SUPPLIES
<b>TOTAL</b>	<b>\$ 1,328.19</b>	

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<b>0161052 540430 BUILDING MAINTENANCE SUPPLIES</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
EVERLAST CLIMBING INDUSTRIES	\$ 184.00	BIKE FIXIT STATION REPLACEMENT PARTS
GRAINGER	\$ 541.60	SUPPLIES
KIM LONG	\$ 1,038.68	STUDY TABLE PORT REPLACEMENTS
THERESA MATUREVICH	\$ 101.37	HATCH CLEANING SUPPLIES
STAPLES	\$ 1,012.90	SUPPLIES
TRICOR DIRECT INC	\$ 273.01	AREA OF REFUGE SIGNS
ULINE	\$ 67.57	SHARPS CONTAINER INSERTS
WB MASON	\$ 1,322.47	CUSTODIAL SUPPLIES
<b>TOTAL</b>	<b>\$ 4,541.60</b>	
<b>0161052 570710 IN STATE TRAVEL</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
BROOKE EUBANKS	\$ 40.04	MLS TRAVEL
KIM LONG	\$ 459.96	MLA TRAVEL/MILEAGE/PARKING REIMB
<b>TOTAL</b>	<b>\$ 500.00</b>	
<b>0161052 570720 OUT OF STATE TRAVEL</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
KELLY CHAMPINE	\$ 1,078.10	PLA CONFERNECE EXPENSES
JAMIE KALLESTAD	\$ 1,052.41	PLA CONFERNECE EXPENSES
MICHELLE LAVELLE	\$ 327.61	NEA CONFERNECE EXPENSES
KIM LONG	\$ 1,541.88	NATIONAL LIBRARY LEGISLATIVE DAY
<b>TOTAL</b>	<b>\$ 4,000.00</b>	
<b>0161052 570730 DUES AND SUBSCRIPTIONS</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
AMERICAN LIBRARY ASSOCIATION	\$ 512.00	DIRECTOR MEMBERSHIP
MASS LIBRARY ASSOCIATION	\$ 200.00	DIRECTOR MEMBERSHIP
<b>TOTAL</b>	<b>\$ 712.00</b>	
<b>0161052 570735 PROJECT LITERACY</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
ACT	\$ 2,272.11	ANNUAL DATABASE LICENSE
MINUTEMAN PRESS	\$ 322.00	BROCHURES
INTERCAMBIO DE COMUNIDADES	\$ 5,309.27	MATERIALS
JSI RESEARCH & TRAINING	\$ 600.00	CHANGE AGENT ANNUAL RENEWAL
PIFER-BRIGHAM LLC	\$ 2,052.00	EASY ENGLISH NEWS
JANET SAIED	\$ 576.42	REIMBURSEMENTS
STAPLES	\$ 1,028.20	SUPPLIES
<b>TOTAL</b>	<b>\$ 12,160.00</b>	

WATERTOWN FREE PUBLIC LIBRARY EXPENDITURE BREAKDOWN FY26

<b>0161052 570785 COMMITTEE EXPENSES</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
AD SUTTON & SONS	\$ 1,030.68	HYGIENE STATION SUPPLIES
AMAZON CAPITAL SERVICES	\$ 23.67	TRUSTEE NAMEPLATES
AMERICAN LIBRARY ASSOCIATION	\$ 420.00	TRUSTEE MEMBERSHIPS
KIM LONG	\$ 125.65	MEETING TIMER/HYGIENE STATION
<b>TOTAL</b>	<b>\$ 1,600.00</b>	
<b>0161052 570786 CONFERENCE EXPENSES</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
ALA	\$ 259.00	PLA CONFERENCE REGISTRATION
CLAUDIA BASALDUA	\$ 54.97	MLA CONFERENCE EXPENSES
ALLIE FRY	\$ 419.14	MLA CONFERENCE EXPENSES
JAMIE KALLESTAD	\$ 822.37	PLA CONFERENCE EXPENSES
MICHELLE LAVELLE	\$ 240.00	NEA CONFERENCE EXPENSES
KIM LONG	\$ 600.88	NATIONAL LIBRARY LEGISLATIVE DAY/MLA
MASS MUNICIPAL ASSOCIATION	\$ 418.00	CONFERENCE REGISTRATIONS
<b>TOTAL</b>	<b>\$ 2,814.36</b>	
<b>0161052 570787 STAFF DEVELOPMENT</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
FRANCESCA BESTER	\$ 34.43	MLS MILEAGE REIMBURSEMENT
MAXINE BLEIWEIS	\$ 6,600.00	STAFF TRAINING/COACHING
EMILE BOUTIN	\$ 600.00	STAFF TRAINING
BROOKE EUBANKS	\$ 84.20	TRAVEL REIMBURSEMENT
JOE FERREIRA	\$ 671.00	TUITION REIMBURSEMENT
KIRSTEN HANSEN	\$ 93.16	VOLUNTEER BRUNCH REIMBURSEMENT
JAMIE KALLESTAD	\$ 89.00	ALA WEBINAR REGISTRATION
KIM LONG	\$ 63.36	STAFF DAY FOOD/CONFERENCE REIMB
THERESA MATUREVICH	\$ 117.50	STAFF BREAKFAST
NATASHA RUGGERI-KORET	\$ 40.00	STAFF TRAINING REFRESHMENTS
STAPLES	\$ 88.39	STAFF DAY SUPPLIES
<b>TOTAL</b>	<b>\$ 8,481.04</b>	
<b>0161058 580840 BUILDING RENOVATIONS</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
DEMCO	\$ 7,969.77	FURNITURE
DUGMORE & DUNCAN	\$ 14,758.02	RE-KEY PROJECT
EVERYTHING2GO.COM LLC	\$ 2,895.00	CHILDREN'S PROGRAM ROOM TABLES
GLOBAL EQUIPMENT CO	\$ 1,046.12	CHILDREN'S ROOM CUBBIES
ICL IMAGING	\$ 1,528.71	WAYFINDING SIGNAGE
IN & OUT AUTOMATIC DOORS	\$ 5,847.17	WSBR DOOR OPENERS
STAPLES	\$ 654.55	STAFF ROOM CHAIRS
SUBURBAN GLASS & MIRROR CO INC	\$ 2,580.00	REPLACEMENT GLASS
SUNSHINE SIGN COMPANY	\$ 2,700.00	SIGNAGE DESIGN
TXTUR LLC	\$ 9,415.00	TEEN CHAIRS
<b>TOTAL</b>	<b>\$ 49,394.34</b>	

WATERTOWN FREE PUBLIC LIBRARY EXPENDITURE BREAKDOWN FY26

<b>0161058 580870 REPLACEMENT OF EQUIPMENT</b>		
<u>VENDOR</u>	<u>AMOUNT TO DATE</u>	<u>ITEMS/COMMENTS</u>
AMAZON CAPITAL SERVICES	\$ 235.00	PATRON HEADPHONES
AUTOMATED BUSINESS MACHINES	\$ 180.00	PRINTER SERVICE
B AND H PHOTO	\$ 451.06	TECH SUPPLIES
DHE COMPUTER SYSTEMS	\$ 748.14	COMPUTERS
ENVIRONMENTS AT WORK	\$ 24,007.63	MASTRANGELO ROOM CHAIRS
GOVCONNECTION	\$ 2,380.70	CHROMEBOOKS
LAKESHORE LEARNING	\$ 595.12	CHILDREN'S CHAIRS
LENOVO INC	\$ 223.83	STAFF LAPTOPS
SERVICESTAR DOCUMENT MGMT	\$ 8,148.00	MICROFILM VIEWER/SCANNER
STAPLES	\$ 2,578.20	REPLACEMENT CHAIRS
TODAY'S BUSINESS SOLUTIONS	\$ 7,454.00	SCANNER REPLACEMENTS
ULINE	\$ 2,447.55	STANDING DESK
US MARKERBOARD	\$ 3,172.92	MEETING ROOM WHITEBOARDS
<b>TOTAL</b>	<b>\$ 52,622.15</b>	

FY26 Funds and Grants

Fund or Grant	7/1/2026	Available to spend balance as of 7/1/2026	Deposits YTD	Expended YTD	Current available balance	Notes
<b>Book Funds</b>						
Pratt (includes Pratt Stock)	157,208.40	19,578.29	6,658.36	9,812.27	9,766.02	80% of int on periodicals
Whitney	2,980.45	2,980.45	134.80	887.13	2,228.12	book purchases only
Mead	6,826.52	3,826.52	368.48	-	4,195.00	book purchases only
Charles	3,005.33	2,805.33	153.77	-	2,959.10	Armenian History books
Barry	3,904.21	3,904.21	218.19	-	4,122.40	book purchases only
McGuire	3,676.36	2,676.36	239.32	-	2,915.68	book purchases only
W. Pierce	27,209.27	7,209.27	1,441.59	-	8,650.86	book purchases only
MacDonald	10,569.81	5,569.81	587.54	-	6,157.35	Grief related books
O'Reilly	11,811.86	11,311.86	604.34	-	11,916.20	Fiction
Stone	4,212.58	4,212.58	215.51	-	4,428.09	book purchases only
Campbell	6,161.80	5,161.80	315.24	-	5,477.04	Large print books
Santoro	2,594.95	994.95	132.77	-	1,127.72	Art books only
Brown	2,935.52	1,935.52	153.11	-	2,088.63	Sci-fi books
Keith	4,694.12	3,694.12	240.16	-	3,934.28	Wat history books
Drucker	3,377.65	3,377.65	172.82	-	3,550.47	Humanities books
Special Gifts	89,199.68	89,199.68	26,317.40	19,008.49	96,508.59	Unrestricted
- Cohen Fund	7,952.90	7,952.90	-	450.80	7,502.10	Cookbook and Mysteries
- Makerspace Fund	-	-	1,000.00	-	1,000.00	Makerspace expenses
- Bookmobile Fund	7,527.88	7,527.88	1,000.00	803.58	7,724.30	Bookmobile expenses
- Gallant Fund	8,476.99	8,476.99	-	-	8,476.99	Children's dept
<b>Other Funds &amp; Grants</b>						
Kaveny	42,096.67	13,725.18	2,153.81	-	15,878.99	Benefit of the library
Masters	4,683.50	1,976.50	239.62	-	2,216.12	Trustees discretion
B. Pierce	775.51	775.51	67.25	-	842.76	Trustees discretion
LIG/MEG	550,988.57	550,988.57	120,060.91	3,361.86	667,687.62	
Revolving Printing Account	8,012.88	8,012.88	19,703.64	13,068.97	14,647.55	
Friends of Project Literacy Fundraising	61,485.13	61,485.13	15,000.00	3,626.84	72,858.29	
McCall Gift Fund	42,520.90	42,520.90	-	1,985.68	40,535.22	For children's dept only

**GRIFFIN FUND REPORT**

<b>MONTH ENDING</b>	<b>BEG BAL</b>	<b>ADDED</b>	<b>WITHDRAWN</b>	<b>INTEREST / DIVIDENDS</b>	<b>INVESTMENT MKT VAL ADJ</b>	<b>VERIZON DIVIDENDS</b>	<b>VERIZON STOCK MKT VAL ADJ</b>	<b>END BAL</b>	<b>CASH HELD FOR INV</b>	<b>CASH AVAILABLE FOR SPENDING</b>	<b>INV</b>	
<b>FY25 BAL FWD</b>	<b>196,070.02</b>								\$ -	\$ 55,478.30	\$ 113,956.82	-
31-Jul	196,070.02			138.15	(266.12)	(1,649.85)		\$ 194,292.20	\$ -	\$ 53,700.48	\$ 146,177.42	-
31-Aug	194,292.20			2,406.98	1,061.52	4,755.45		\$ 202,516.15	\$ -	\$ 61,924.43	\$ 146,177.42	-
30-Sep	202,516.15			236.85	32.60	(905.80)		\$ 201,879.80	\$ -	\$ 61,288.08	\$ 146,177.42	-
31-Oct	201,879.80			85.05	218.64	(13,619.35)		\$ 188,564.14	\$ -	\$ 47,972.42	\$ 146,177.42	-
30-Nov	188,564.11			2,357.70	916.88	4,431.95		\$ 196,270.64	\$ -	\$ 55,678.95	\$ 146,177.42	-
31-Dec	196,270.67			261.59	(362.51)	(1,229.30)		\$ 194,940.45	\$ -	\$ 54,348.73	\$ 146,177.42	-
31-Jan	194,940.45			71.31	627.38	12,260.65		\$ 207,899.79	\$ -	\$ 67,308.07	\$ 146,177.42	-
28-Feb	207,899.79			324.59	1,897.50	18,180.70		\$ 228,302.58	\$ -	\$ 87,710.86	\$ 146,177.42	-
31-Mar	228,302.58			214.21	(2,549.73)	194.10		\$ 226,161.16	\$ -	\$ 85,569.44	\$ 146,177.42	-
30-Apr	226,161.16			115.76	(123.93)	(7,019.95)		\$ 219,133.04	\$ -	\$ 78,541.32	\$ 146,177.42	-
31-May	219,133.04			2,418.04	109.28	(711.70)		\$ 220,948.66	\$ -	\$ 80,356.94	\$ 146,177.42	-
30-Jun								\$ -	\$ -	\$ 80,356.94	\$ 146,177.42	-
FUNDS USED TO PURCHASE ADDITIONAL SHARES												

**FY27 YEAR TO DATE BUDGET REPORT**

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	% USED
0161051	510111	FULL TIME SALARIES	2,561,002	0	2,561,002	0.00	0.00	2,561,002	0.00
0161051	510112	PART TIME SALARIES	718,915	0	718,915	0.00	0.00	718,915	0.00
0161051	510130	OVERTIME	24,000	0	24,000	0.00	0.00	24,000	0.00
0161051	510143	LONGEVITY	23,409	0	23,409	0.00	0.00	23,409	0.00
0161051	510146	CPR STIPEND	250	0	250	0.00	0.00	250	0.00
0161051		Total 0161051 LIBRARY - PERS. SVCS.	3,327,576	0	3,327,576	0.00	0.00	3,327,576	0.00
0161052	520240	OFFICE EQUIPMENT MAINTENANCE	20,800	0	20,800	0.00	0.00	20800	0.00
0161052	520241	BUILDING MAINTENANCE	10,300	0	10,300	0.00	0.00	10300	0.00
0161052	520244	COMPUTER MAINTENANCE	69,040	0	69,040	0.00	0.00	69040	0.00
0161052	530327	REGIONAL LIBRARY SERVICES	93,290	0	93,290	0.00	0.00	93290	0.00
0161052	530342	COMMUNICATIONS - POSTAGE	2,100	0	2,100	0.00	0.00	2100	0.00
0161052	530383	PROGRAM SERVICES	18,800	0	18,800	0.00	0.00	18800	0.00
0161052	540421	OFFICE SUPPLIES	14,630	0	14,630	0.00	0.00	14630	0.00
0161052	540422	PRINTING & FORMS	14,000	0	14,000	0.00	0.00	14000	0.00
0161052	540425	PROGRAM SUPPLIES	2,500	0	2,500	0.00	0.00	2500	0.00
0161052	540430	BUILDING MAINTENANCE SUP.	3,090	0	3,090	0.00	0.00	3090	0.00
0161052	550511	BOOKS	516,000	0	516,000	0.00	0.00	516000	0.00
0161052	550512	BOOK PROCESSING	53,500	0	53,500	0.00	0.00	53500	0.00
0161052	570710	IN STATE TRAVEL	500	0	500	0.00	0.00	500	0.00
0161052	570720	OUT OF STATE TRAVEL	4,000	0	4,000	0.00	0.00	4000	0.00
0161052	570730	DUES & SUBSCRIPTIONS	1,530	0	1,530	0.00	0.00	1530	0.00
0161052	570735	PROJECT LITERACY/TOWN	11,500	0	11,500	0.00	0.00	11500	0.00
0161052	570785	COMMITTEE EXPENSES	2,600	0	2,600	0.00	0.00	2600	0.00
0161052	570786	CONFERENCE EXPENSES	3,130	0	3,130	0.00	0.00	3130	0.00
0161052	570787	STAFF DEVELOPMENT	3,130	0	3,130	0.00	0.00	3130	0.00
0161052		Total 0161052 LIBRARY - EXPENSES	844,440	0	844,440	0.00	0.00	844440	0.00
0161058	580840	BUILDING RENOVATIONS	51,000	0	51,000	0.00	0.00	51,000	0.00
0161058	580870	REPLACEMENT OF EQUIPMENT	77,000	0	77,000	0.00	0.00	77,000	0.00
0161058		Total 0161058 LIBRARY - CAPITAL	128,000	0	128,000	0.00	0.00	128,000	0.00
		Grand Total	4,300,016	0	4,300,016	0.00	0.00	4,300,016	0.00

<b>Burke</b>			
	<b>Allocated</b>	<b>Expenditures</b>	<b>Available</b>
<b>Teen Materials</b>	\$ 3,183.00	\$ (2,449.25)	\$ 733.75
<b>Teen Programming</b>	\$ 3,350.00	\$ (3,078.81)	\$ 271.19
<b>Children's Materials</b>	\$ 1,592.00	\$ (1,592.00)	\$ -
<b>Children's Programming</b>	\$ 10,423.00	\$ (9,784.87)	\$ 638.13
<b>Adult Materials</b>	\$ 1,592.00	\$ (1,621.18)	\$ (29.18)
<b>Adult Programming</b>	\$ 4,840.00	\$ (4,840.00)	\$ -
<b>Museums</b>	\$ 5,000.00	\$ (5,025.00)	\$ (25.00)
<b>Movie Licenses</b>	\$ 1,850.48	\$ (1,905.53)	\$ (55.05)
<b>Total</b>	\$ 31,830.48	\$ (30,296.64)	\$ 1,533.84

### FY26 HATCH Summary

	July 1 Allocation	Adjustments (new funds added)	Encumbrances	Expenditures	Available funds
Special Gifts	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
LIG/MEG	\$ -	\$ -	\$ -	\$ -	\$ -
Building Committee	\$ 854.78	\$ 4,257.50	\$ -	\$ (5,097.36)	\$ 14.92
Watertown Commuty Foundation Grant	\$ -	\$ -	\$ -	\$ -	\$ -
City Budget: Equip. Maint.	\$ 15,000.00	\$ -	\$ -	\$ (16,401.78)	\$ (1,401.78)
Burke	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	\$ 15,854.78	\$ 5,257.50	\$ -	\$ (21,499.14)	\$ (386.86)



TO: Library Board of Trustees  
FROM: Kim Long, Library Director  
DATE: July 2026  
RE: Donations

The following donations were received in June:

- \$500 from Saravia Law for Watertown Pride
- \$25 from Robert J. Barney
- \$50 from Marian Kowalski



TO: Library Trustees  
FROM: Kim Long, Library Director  
DATE: June 2, 2026  
RE: Director's Report

## General Highlights

- Fiscal Close is complete! We spent all but \$6.00 of our operating budget which is considered to be 100% spent! Our personnel line is not yet final, but we will certainly turn money back due to salary savings from staff turnover.
  - May and June included a lot of discussions about our needs and priorities. Natasha and I planned for multiple contingencies- if any purchase or plan fell through and money freed up we knew where we'd put money next. Thank you, Natasha!!
  - We have a new Supervisor of Access Services this year as well which added a layer of complexity as we had not gone fiscal close together. Thank you, Ryan!!
  - We experienced a few hiccups but thanks to contingency plans we were able to reach our goal of expending 100% of our funds.
- Michelle L. created an amazing lobby display celebrating historic commemorations! She is following up with a detailed blog post about the history and the items in the collection.
- We have a new Cozy Cove structure in Children's. This is a wooden circle arch with a fabric covering for kids to sit and read in – Emily reports it is a big hit.
- The library kept a "No Log" for a few weeks in June to track everything patrons ask about that we are unable to say "yes" to. This information, alongside a presentation from Maxine Bleiweiss, sparked some interesting conversations among staff.
  - There were 632 "no's" recorded ranging from items we didn't have on the shelf to hand the patron that moment, not being able to check out at a specific desk, not accepting certain materials as donations, not being able to tell you if a specific person was in the library that day.
  - It also recorded times staff had to ask patrons to change their behavior such as "walking feet please" (no running), "please use headphones" (no playing music from speakers so that others can hear), "you're welcome to eat in the cafe" (no eating in the library), or no soliciting and things of that nature. Essentially enforcing our code of conduct.
  - The No Log helped us to understand trends in service and needs which helped us identify barriers to service- some that we can adjust (like reviewing our holds ratio for purchasing to be able to say YES more when someone asks if we have a certain book) and service improvements like allowing checkouts at all desks.
  - We are also continuing these conversations as they relate to some of our procedures and policies- especially around food, what patrons can do at each service point, etc. Some adjustments aren't big, flashy changes, but over time we think we'll be saying "no" less – at least to things that we really don't need to be saying no to!
- The summer reading team launched the "Cultivate Curiosity" game in June!

- Families are really enjoying the convenience of the Suggested Summer Reading collection. We've had lots of feedback about how it's so easy and there's so much to choose from.
- Families have given a lot of positive feedback about the challenges on the game cards this year!
- The childrens' summer reading collection on the bookmobile now spans two bookmobile book carts and is very popular. Kirsten added the majority of the summer reading picks to the permanent bookmobile collection and it's a great way to get them out into the community. Each grade level is divided by labeled paper flag, designed by Jamie, to make it easy for patrons to browse by recommended grade level. Kirsten is keeping copies of the summer reading lists for all grade levels on the summer reading book carts and is hearing great feedback from patrons about the redesigned reading lists (thanks, Kazia!)
- The One Book, One Watertown 2027 Committee has been hard at work narrowing down a list of over 40 suggested titles to our finalists. The Committee includes Steph F (Reference), Franny (Children's), Michelle B (Access Services), and is led by Allie (Programming Librarian). Receiving assistance from Liz (Digital Services) and Kate (Cataloger), the team has assessed title viability and is beginning the close reading of top contenders for program potential, themes, and accessibility for many kinds of readers. This kind of teamwork takes a lot of deliberate reflection in a very fast-paced timeline. Allie is committed to bringing together perspectives across library departments to generate more library buy-in and more ideas each year which is exactly what we want to see happening- thank you Allie and the current and past committee!

## City/Community Meetings and Collaboration

- Children's visited Hosmer, Lowell, and Cunniff to promote summer reading! Questions from students range from asking about specific items, concerns about summer travel with library books, to asking about programs and museum passes! It's great to engage students before summer break, Children's Librarians love hearing "you were at my school!" in the days after we visit.
- Carey has noted that during the Anti-Bias Coalition meetings that were held this year and numerous statements at Pride that the Library is seen as one of the most important institutions of the City in terms of meeting the needs of youth and marginalized groups.
- Kim met with George and Emily Monea on June 1 for their regular monthly meeting.
- Kim met with Jon and Ernie from Recreation to discuss our strategic planning process.
- Ryan met with Rob Scott, our Ingram rep, on June 17 to discuss our processing options.
- Ryan attended the MLN Circulation IG meeting on June 10.
- Theresa attended the final Digital Content Working Group meeting of the fiscal year and concluded 10 years on the committee. Ryan also attended the Digital Content Working Group meeting.
- Janet & Allie met with Jenny Efron from Greater Boston Legal Services to discuss their community outreach survey & reinstating some form of in-person immigration legal aid outreach to WFPL. Janet is facilitating GBLS outreach at Project Literacy summer classes for their survey and to share more about how GBLS can support PL students.
- Kirstin has continued making community connections and is doing book talks at the Senior Center and visiting the Residence. Theresa attended the Volunteer Appreciation breakfast organized by Allie and Kirsten on June 1.

- Carey and Theresa met to discuss parking and event logistics for Pride with Kevin Woodard from DPW on June 2.
- Carey, Brooke, Deane, Jacky, Kelly C, Kirsten, Michelle B, Natasha, Pauli, Theresa and temp Sarah Shea worked at the City's Pride event on June 6.
- Theresa participated in interviews for the summer teen intern position along with Carey and Kelly D.
- Allie met with Celeste Bruno from MBLC and Marjee Levine from MassArt and Eutectic Arts for planning the Mass Art at the Library! Aluminum Pour events.
- Allie met with the MLA Program Planners Section Executive Board and will transition from Vice Chair to Chair beginning July 1.
- Kirsten attended Perkins Pride with the Bookmobile on Friday, June 5. Perkins Pride is Perkins School for the Blind annual LGBTQ Pride celebration, and almost forty students, teachers, and staff stopped by the bookmobile during the event. Kirsten distributed LOTS of stickers to students and many teachers and staff learned that any Massachusetts resident can get a Watertown library card, regardless of where they live. This is helpful since Perkins is a residential school and many staff spend a lot of their time on campus, regardless of their permanent address. Attending Perkins Pride was a great way to strengthen the ongoing relationship between Perkins School for the Blind and the WFPL.
- Allie & Claudia met with Chloe Feurstein from Brookline Public Library to discuss Spanish language book buying. Claudia also attended the MBLC ESOL roundtable to learn more about Spanish language vendors.
- Kirsten and Teen Librarian Kelly visited the Middle School for a library card drive on Wednesday, June 3. 75 teens stopped by the table to make new cards, check the status of their library accounts, or just to say hello. Many of the teens recognized Kelly and she got cheers from the students when we were introduced by the assistant principal during the students' lunch period. This visit made it very clear that the Teen department is doing a great job connecting with students in our community and that Kelly is a trusted and valued adult for many teens in Watertown.
- Kirsten met with the City's Sustainability Team, to discuss how we might partner on outreach, especially with regards to ride-alongs on the bookmobile. Em Schule, Energy Advocate, went with Kirsten to the Gore Place puppet show on June 28 and plans to attend some of our Thursdays at Arsenal Yards as well.

## Program Highlights

- The 5<sup>th</sup> year of Watertown Pride was a huge success thanks to Carey's hard work with the Pride Advisory Committee! Carey reports that approximately 1,300 people attended, many of them youth. One middle schooler said it was the "best day ever". The day's event was very full with two musical groups, a parade, inspirational speakers, amazing ASL interpreters, and many community organizations that support the LGBTQIA+ community. Pride could not have happened without the engagement and support of multiple city departments and grants- and Carey's commitment. Kirsten got many compliments on her book curation on the bookmobile carts during Watertown Pride. Patrons were impressed by the breadth and depth of the

collection available through the library and the wider Minuteman Library Network. Two different patrons teared up at the huge number of books now available, compared to when they were growing as queer kids and teens. Great work!

- Allie reported that Adult Programming will reach new statistical heights this fiscal year. For the first time, total adult attendance for programs in a single fiscal year will break 7,000 (7,321). Significantly, the library has offered just fifteen more total programs than last year- these numbers do **not** account for our all-ages programs like the Lunar New Year Celebration or Watertown World Cup! By focusing on quality events and partnerships, we've grown our quantity of attendees. This is a testament to Allie's inspired and practical community-minded planning.
- Hatch held a Fix-It Saturday event on June 20 which went very well! 13 people came in to get assistance with a variety of repairs from torn shirts to broken RC cars. While there were a few things that Hatch couldn't fix, 11 patrons went home with successfully repaired items, and the remaining two got feedback on where else to look for repair services. The volunteer expected to be the point person for electronics repairs on Fix-It Saturday was unable to make it. Volunteer Janet stepped in last-minute to assist with electronics instead. Thanks, Janet!
- Kirsten had a very successful non-bookmobile visit to the Senior Center/Council on Aging on Wednesday, June 10. The topic of the visit was "What's New at the Library" and 10 seniors attended! Kirsten book talked a selection of new releases, highlighted upcoming summer library events, and talked up Home Delivery and how to be a library advocate. Attendees had the opportunity to check out books, get copies of the Current newsletter, get Summer Reading challenge boards, and ask Kirsten questions. One attendee was very excited to hear about the Streaming & Downloading for Free (With Your Library Card) program happening on June 11 and planned to attend.
- The Introduction to Tatreez Workshop held on June 13, 2026 had full attendance on a Saturday afternoon and a waitlist that would have filled another couple classes. Allie received great feedback from students that the program was both fun and meaningful. Allie intends to work with the instructors for more workshops in the future due to high demand.
- Summer Reading kicked off with a visit from Melissa Stewart which was awesome! She was honest about being a writer: the rewrites, rejection, working with friends, and ideas that just haven't worked. Everyone learned a lot about bats and other mini-mammals. Porter Square Books sold copies of Meet the Mini-Mammals, Whale Fall, and Monarch and Mourning Cloak, and Melissa Stewart signed books. About 30 kids attended and they were all extremely enthusiastic about Melissa and her books.
- We had another successful Taskmaster event on June 13, thanks to Joe for helping with the program. This is our third time hosting a finale watch party.



- The Children’s Department welcomed Mobile Whinnies on Monday, June 8! Calvin was available for a meet and greet, and participants learned all about his life and some general horse facts. Knox was enthusiastically read to by 6 kids!
- The Library held our first partnered event with MetroWest Collaborative Housing Development on June 3, 2026. They thought of WFPL to hold their first Spanish language housing clinic. Two participants attended, which is a great start to our partnership. Social services outreach often starts small and builds up. They were unsure if anyone would attend the first session, so having participants is a great success.
- Allie attended two area zine fests (Ujima Boston’s We Create the World Juneteenth Zine Fair and Brookline Queer Zine Fest) and was met with great excitement for the opening of Watertown Zine Fest applications and the 5 micro-stipends available for BIPOC zine makers/distros. Resoundingly, people are grateful to WFPL for the commitment to zines and support for zine makers. The in-person outreach during the summer paired with the BIPOC micro-stipends has led to a demonstrable increase in racial diversity in Zine Fest applicants and vendors.



## Project Literacy

- Through a state earmark secured by Representative Owens, WFPL was able to spend \$6,000 to update our citizenship materials. This money was to offered because Project Literacy won a grant through the Massachusetts Board of Library Commissioner’s, who then lost their ability to fund the grant as it was through the Institute of Museum and Library Services and federal cuts were made. With these state funds Project Literacy was able to update our citizenship materials. Not only did many citizenship books need to be replaced because of wear and tear over the years, but the materials were also outdated because the current administration made significant changes to the exam. The Watertown Library is now one of the only libraries in the area with updated resources for the new exam.
- Project Literacy was highlighted at the Watertown Business Coalition’s ‘Rooftop Conversations’ where Janet was able to talk about the work being done with local businesses. It was wonderful to meet people who have been connected to Project Literacy in various ways over the years. It was a beautiful event and evening.
- Summer classes are going fairly well as we have a great team of teachers, and we are receiving a lot of good feedback from students. Classes are being held at the library during the day and at the Watertown Middle School in the evening.
- Janet put a request in for the classroom space for the upcoming academic year (September to May classes). Last year we didn’t receive confirmation until the Thursday before classes started.
- Project Literacy held a training to recruit new volunteers on June 17.
- Janet met with teachers for their 1:1 to review student & program assessments, and plan for the next year.

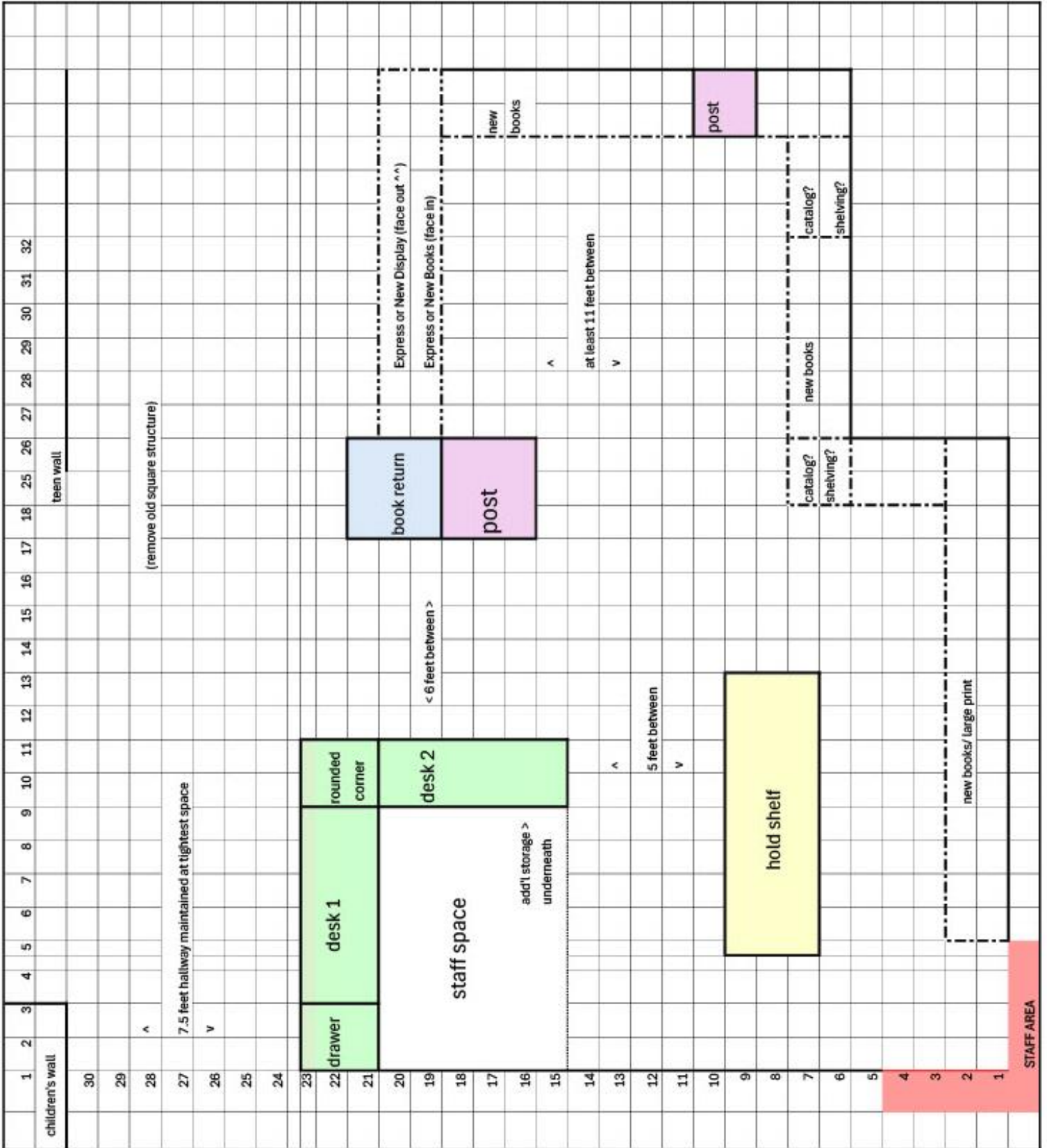
## Facilities/IT

- New desks for the circulation area have been ordered. They will be stored at the Sterritt site until we are able to plan the demolition of the current desk. Replacing the desk will allow us better sight lines and to open up much more space to the public on the first floor. Collections for adults and seating are sorely lacking on the first floor in the lobby area. It will take time to get the entire project done, but the biggest step is removing the old desk and replacing it. Mock ups for the new configuration follow the text of this report.
  - Phases:
    - Phase 1: Replacement of the desk. Place a new book drop in the lobby. Acclimate, determine any small additional needs to make this configuration the easiest to navigate for staff and patrons.
    - Phase 2: Add shelving and bring the New Book collection downstairs. Remove RFID gates. Relocate the community board.
    - Phase 3: Remove the existing wooden display structure from the center of the lobby and explore seating options. Determine where a catalog computer or self-checkout machine would work best as we assess the flow within the space.
  - Notes about Phase 1:
    - The new desk pieces are all mobile, we can reconfigure as needed or move it entirely out of the way should we ever have need for an event or carpet replacement, etc.
    - The new desks can be set at table height or bar height, we will set one desk to each height.
- Alex deployed 6 Children's and 4 Teen Room new Chromebooks.
- Our library system, Sierra, had state-wide issues a few days this past month which mainly resulted in slowness.
- Jamie and Kim supervised the installation of the start of our new wayfinding system on June 29. Most signs are now installed in the Library. Unfortunately, it didn't go as smoothly as anticipated, so they will return to put up a few more signs in early July including our hanging signs over various areas of the collections. However, the signs that did go up look wonderful- some of them are larger blade signs (signs that stick out from the wall like the bathroom sign), some are more directional flat signs that point to different areas throughout the building. We're very excited to have this first phase complete soon.
- The air in the building was feeling quite stuffy prior to an anticipated heat wave and Silas made some adjustments to the system.
- Theresa met with Shaun Crossen of Shanahan Sound to discuss potential AV projects in the Watertown Savings Bank Room. Work on the wall panel in that room will take place this summer to upgrade the wall panel from HDMI and VGA ports to HDMI and USB-C ports.
- Theresa met with Bob Lazdowsky and Denise Moroney from DPB as a part of biweekly meetings to keep current on library building issues.
- A new whiteboard is slated to be installed in the Mastrangelo room soon. The item has arrived and we are waiting on installation by Public Buildings.
- The Bookmobile's annual maintenance is scheduled for June 22 at Mercedes Benz in Somerville.

## Personnel

- Project Literacy is still in the process of hiring 3 new teachers for September. If you or someone you know is interested, please see [www.watertownlib.org/employment](http://www.watertownlib.org/employment)
- We are in the process of hiring a FT Children's Librarian.
- We have a detailed, shared schedule for our Simmons Intern – Mecaria Maher – who will begin working with us on July 7. She will spend time on projects in Adult, Teen, Children's, and Access Services at least. We are hoping to have her gain some experience with Project Literacy and Hatch if logistics work out.
- The teen summer intern, Abbi, started on June 29. She will be working with us through mid-August. She will be working on several projects from Carey, and she will be interviewing staff to learn about their roles and shadowing service desks. She will be working on creating take and makes, a library scavenger hunt for new sixth graders and ESOL students. The summer internship is supported primarily by the Watertown Community Foundation.
- Jamie created leave delegation documentation and updated our website documentation in anticipation of parental leave starting at the end of July.
- Alice is working with Seth on acclimating to the new full-time hours and determining how the increased coverage will affect what services Hatch offers (additional laser cutter trainings, 3D printing instruction, etc.).

# LOBBY RECONFIGURATION DOCUMENTS









TO: Library Trustees  
FROM: Kim Hewitt, Library Director  
DATE: July 2026  
RE: Support for Library as Polling Place

This memo is to request your support for using the Library as a polling place on September 1, 2026 and November 4, 2026. The polling hours are 7:00 am – 8:00 pm. The City Clerk would staff the Watertown Savings Bank Room and direct polling staff to block access to the rest of the building until we officially open at 9AM. This would not require additional library staff to be present before normal shifts begin. We would expect the PTO may want to do a bake sale again which we would allow as part of the polling location.

## 2027 Gallery Booking Proposal

- ✓ Continue community partnerships with the following City of Watertown departments:
  - Annual Senior Center Art Show – June 2027
  - Watertown Public Arts and Culture Committee – November 2027
  - Watertown High School – December 2027
  
- ✓ Offer the remaining 9 openings to the following applicants, listed in order of application submit date. These applications were received between June 1, 2025 and May 31, 2026:
  - Sarsh Callahan, Collage/Shadow Box [Received 6.17.25]
  - Lou Jones, Photography [Received 7.8.25]
  - Youth Arts for Humanity, Group Show [Received 8.6.25]
  - Swati Biswas, Curated Group Show / Art from India [Received 8.14.25]
  - Eiko Fazio, Painting [Received 8.23.25]
  - Christina Farrer, Painting [Received 10.16.25]
  - Kathryn Perrin, Photography [Received 4.8.26]
  - Chris Heinen, Screen Prints [Received 4.8.26]
  - Steve McHugh, Photography [Received 4.22.26]
  
- ✓ Accept one application as an “alternate”. This application will be offered a 2027 exhibit in event of cancellation. If no cancellations occur, this application will be considered for 2028 booking.
  - Ed Comeau, Quabbin Reservoir History Exhibit [Received 6.1.26]

**ACCEPT**

# Gallery Exhibitor Application

06/14/2025 8:04 AM (EDT)



Please carefully review the [Gallery Exhibitor Guidelines \(PDF\)](#), before filling out the application form. Attach 3 full color images of your work. If you are unable to submit via this form, you may [email your application materials](#).

This application is for exhibit space only. If selected to exhibit in the T. Ross Kelly Family Gallery, it is the artist's responsibility to make all arrangements for displaying art, sales, reception, publicity (with the exception of the library newsletters), and break-down. All work must be ready for exhibition.

Applicants will be contacted by the gallery curator once all materials have been received. Submitting an application does not guarantee that your art will be exhibited in the T. Ross Kelly Family Gallery.

The Watertown Free Public Library does not hold insurance for artwork on exhibit and is not responsible for loss or damage of the artist's work.

<b>First Name</b>	Sarsh
<b>Last Name</b>	Callahan
<b>Email Address</b>	sarahcallahan1@hotmail.com
<b>Phone Number</b>	6179906417
<b>Type of Art</b>	Collage/ shadow box
<b>Exhibit Space Requested</b>	<ul style="list-style-type: none"><li>• Hanging Displays for Ready-to-Hang Artwork</li></ul>
<b>Artist's Statement</b>	I love a visual explosion I like to create layers using different materials and mixing many medias.
<b>Description of Show</b>	4-5 I will use some type of a metal hook to my hang collages.
<b>How did you hear about the gallery?</b>	My friend
<b>What is your connection to Watertown?</b>	My friend lives here. I have lived on Cambridge 40 years.

Image 1







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**Three Image Descriptions**

Approx 12x16 2025. Untitled.

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**Electronic Signature**

Sarah callahan.

---

# Gallery Exhibitor Application

07/08/2025 3:16 PM (EDT)



Please carefully review the [Gallery Exhibitor Guidelines \(PDF\)](#), before filling out the application form. Attach 3 full color images of your work. If you are unable to submit via this form, you may [email your application materials](#).

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<b>First Name</b>	Lou
<b>Last Name</b>	Jones
<b>Email Address</b>	loujonesstudio@aol.com
<b>Phone Number</b>	6175611194
<b>Website (if applicable)</b>	<a href="https://panafricaproject.org/">https://panafricaproject.org/</a>
<b>Type of Art</b>	Photography
<b>Exhibit Space Requested</b>	<ul style="list-style-type: none"><li>• Hanging Displays for Ready-to-Hang Artwork</li></ul>

## Artist's Statement

### Artist Bio:

Jones is a prolific freelance photographer based in Boston, with extensive experience working globally across 68 countries and 48 U.S. states. His photography has spanned every format, film type, artistic movement, and technological change. Over the years, he has led a team of assistants, interns, and managers while shooting for advertising agencies, publications, and corporations. His work has been featured in dozens of exhibitions, long-term projects, and he has photographed 13 Olympic Games.

A dedicated educator, Jones has taught at Boston University, Massachusetts College of Art, and Maine Photographic Workshops and has published over a dozen books (including two panAFRICaproject photobooks). His photography spans commercial, documentary, and fine art, often exploring long-term personal projects on topics such as Jazz, Tall Ships/ Boston Bicentennial, Death Row / Final Exposure, and Distressed. He has photographed all around the country and the globe for major organizations such as Time Magazine, Aetna, National Geographic, Nike, and Fortune.

Jones aims to create narrative-driven images that transcend static portraits. Through careful composition and the choice of color versus black and white, he seeks to elevate photography as a universal, emotive language in its purest form.

Project Description:

The mission of the panAFRICaproject is to create a contemporary visual portrait of modern Africa, establishing a repository of images that is representative of each of the 54 individual countries that are devoid of the preconceived, western notions of distress: conflict, pestilence, and poverty, i.e., violence tourism. We intend to document an accurate picture of the highlights and inner workings of the most progressive twenty-first-century continent.

With the panAFRICaproject, I have taken on a paradigm-changing idea: change deeply ingrained perceptions of an entire continent.

For the past few years, I have photographed Africa, country by country, with particular attention to subject matters: industry, education, natural resources,

culture, health care, sports, music, and agriculture, that our educators, politicians, media, and pundits often ignore. I photograph "everything"; a term that changes with each country because each is unique & has its own personality, which we try to uncover.

By enlisting input from local leaders, knowledgeable natives, and the working citizenry, we can seek out the characteristics that make each country, region, community, and tribe unique. With emphasis on cultural identity, industrial progress, educational advances, medical practices, high-tech sophistication, and indigenous traditions.

We ensure that we spend the appropriate amount of time in each location. The photo focus is on applying a long shutter speed to gain access to tradition and new initiatives, as well as a wide aperture to increase exposure of examples of the diverse spectrum of activities. The horizontal and vertical examination presented by this project leads us to spend important time in each place.

Our impetus is to place a mirror up to the current human condition and celebrate life as it is. As true and accurate for those living it, and all the love, innovation, balance, and ordinary spirit.

---

**Description of Show**

Lou's panAFRICApject features dozens of framed photographs in a variety of sizes, ranging from 11x14 to 43x30 inches. He has curated exhibitions as small as 15 images and as large as 40+, and we're happy to tailor the display to fit the library's available space.

The theme of the exhibit is a truthful and compelling visual representation of Africa —highlighting both its vibrancy and its complexities as a modern, progressive continent in the 21st century. The goal is to educate by sharing authentic narratives and imagery, challenging outdated perceptions, and helping Western audiences see Africa through a more accurate and respectful lens.

Each work is framed and wired, and we can use the library's hanging displays that are ready to hang artwork.

---

**How did you hear about the gallery?**

Through Rose Mary Su

---

**What is your connection to Watertown?**

Lou is long time friends with Rose Mary Su and Archy LaSalle. Rose Mary Su recommended that Lou put an exhibit together for the Watertown Library/Gallery.

---

**Image 1**



Image 2



Image 3



**Three Image Descriptions**

1. Fabricating Shop Mannequins, Photography, 30x40, February 2017 2. Winnowing Spices, Photography, 16x20, June 2016 3. Maasai Warrior, 20x26, Kenya 2022

**Electronic Signature**

Lou Jones

# Gallery Exhibitor Application

08/06/2025 10:19 PM (EDT)



Please carefully review the [Gallery Exhibitor Guidelines \(PDF\)](#), before filling out the application form. Attach 3 full color images of your work. If you are unable to submit via this form, you may [email your application materials](#).

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<b>First Name</b>	Chloe
<b>Last Name</b>	Kim
<b>Email Address</b>	youthartsforhumanity@gmail.com
<b>Phone Number</b>	617-309-9700
<b>Website (if applicable)</b>	<a href="https://www.youthartsforhumanity.com/">https://www.youthartsforhumanity.com/</a>
<b>Type of Art</b>	Acrylic and oil paintings, pencil and charcoal drawings and photography
<b>Exhibit Space Requested</b>	<ul style="list-style-type: none"><li>• Hanging Displays for Ready-to-Hang Artwork</li></ul>
<b>Artist's Statement</b>	<p>We are a youth-focused nonprofit organization that uses art as a powerful tool for self-expression, healing, and community connection. Our work centers the voices of young people navigating identity, culture, and belonging—especially those growing up between different worlds. Through visual storytelling, we aim to inspire dialogue, foster empathy, and create spaces where every story is seen and valued.</p>
<b>Description of Show</b>	<p>This youth-centered art exhibition explores the theme of belonging, focusing on the powerful and often complex experiences of young people growing up between different cultures. Through their work, the artists reflect on questions of identity, tradition, and emotional connection—navigating the spaces between cultural expectations, personal growth, and the universal need to feel seen and understood. The exhibition invites viewers to witness how youth express the challenges and beauty of living in multiple worlds, and how these layered experiences shape who they are and who they are becoming.</p> <p>The collection includes a diverse range of visual media, featuring oil and acrylic paintings, pencil and charcoal drawings, and photography. Each medium allows the young artists to tell their stories in unique and powerful ways—from intimate portraits and cultural symbols to abstract expressions of inner life. Together, the works create a narrative that is both personal and collective, resonating with audiences from all backgrounds.</p> <p>We currently have a selection of over 30 artworks available, with flexibility to increase or reduce the number based on the exhibition space and curatorial needs. Artwork sizes range from 6x6 inches to 30x40 inches, allowing for a dynamic and balanced visual experience. This exhibition is well-suited for galleries, community centers, schools, or cultural institutions interested in amplifying youth voices and fostering conversations around culture, identity, and emotional well-being. Please visit for our portfolio- <a href="https://comeandchange.wixsite.com/yahportfolio">https://comeandchange.wixsite.com/yahportfolio</a></p>

How did you hear about the gallery?

Google search

What is your connection to Watertown?

While our organization is based in a neighboring town, we have a genuine connection to Watertown through its welcoming community and rich cultural offerings. As frequent visitors to the Watertown Free Public Library and local performances in the area, we've come to appreciate the library as a hub for learning, creativity, and community engagement. We see this exhibition as a meaningful way to contribute to that environment—by sharing youth artwork that reflects themes of identity, culture, and belonging, and by fostering dialogue that resonates with Watertown's diverse and thoughtful audience.

Image 1

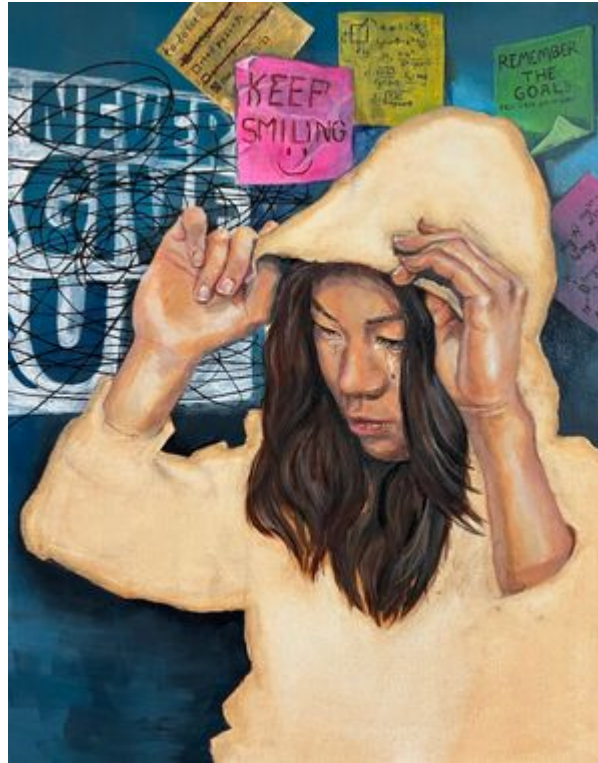


Image 2



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**Image 3**



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**Three Image Descriptions**

1. Kate Woo, Notes to Myself-Amid the Struggle, 20x16 inches, Oil Painting on Canvas, 2023; 2. Chloe Kim, Palette of Identity, 20x16 inches, Acrylic Painting on Canvas, 2023; 3. Cate Lee, Stuck in Time, 17x22 inches, Pencil drawing, 2024

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**Electronic Signature**

Chloe Kim

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# Gallery Exhibitor Application

08/13/2025 7:58 AM (EDT)



Please carefully review the [Gallery Exhibitor Guidelines \(PDF\)](#), before filling out the application form. Attach 3 full color images of your work. If you are unable to submit via this form, you may [email your application materials](#).

This application is for exhibit space only. If selected to exhibit in the T. Ross Kelly Family Gallery, it is the artist's responsibility to make all arrangements for displaying art, sales, reception, publicity (with the exception of the library newsletters), and break-down. All work must be ready for exhibition.

Applicants will be contacted by the gallery curator once all materials have been received. Submitting an application does not guarantee that your art will be exhibited in the T. Ross Kelly Family Gallery.

The Watertown Free Public Library does not hold insurance for artwork on exhibit and is not responsible for loss or damage of the artist's work.

<b>First Name</b>	Swati
<b>Last Name</b>	Biswas
<b>Email Address</b>	swati_biswas@yahoo.com
<b>Phone Number</b>	6153648190
<b>Type of Art</b>	Indian art of various tyoes
<b>Exhibit Space Requested</b>	<ul style="list-style-type: none"><li>• Glass Display Case</li><li>• Hanging Displays for Ready-to-Hang Artwork</li></ul>
<b>Artist's Statement</b>	I am an art advocate and promoting several artists from India who are at social and/or economic disadvantage. Their skillsets are fantastic but they are not equipped to compete in today's ebusiness environment. I have been organizing online workshops with these artists and curated some of their artwork. Many of these pieces are sustainable and hundreds of years old, while at the risk of being forgotten! I would very much like to display these artwork with stories associated with these.
<b>Description of Show</b>	Indian art forms- Midnapur patachitra, Kalighat patachitra, tikuli art, gond painting and many more.
<b>How did you hear about the gallery?</b>	I have been a member of the library for few years now
<b>What is your connection to Watertown?</b>	I am a resident



**Three Image Descriptions**

Gond the mother- Madhya Pradesh, India done in 2023; Elephants- tikuli art- Bihar- 2023; Woman with mirror-Kalighat, West Bengal, 2022;

**Electronic Signature**

Swati Biswas

# Gallery Exhibitor Application

08/23/2025 9:42 AM (EDT)



Please carefully review the [Gallery Exhibitor Guidelines \(PDF\)](#), before filling out the application form. Attach 3 full color images of your work. If you are unable to submit via this form, you may [email your application materials](#).

This application is for exhibit space only. If selected to exhibit in the T. Ross Kelly Family Gallery, it is the artist's responsibility to make all arrangements for displaying art, sales, reception, publicity (with the exception of the library newsletters), and break-down. All work must be ready for exhibition.

Applicants will be contacted by the gallery curator once all materials have been received. Submitting an application does not guarantee that your art will be exhibited in the T. Ross Kelly Family Gallery.

The Watertown Free Public Library does not hold insurance for artwork on exhibit and is not responsible for loss or damage of the artist's work.

<b>First Name</b>	Eiko
<b>Last Name</b>	Fazio
<b>Email Address</b>	eiko@eikotabata.com
<b>Website (if applicable)</b>	<a href="https://www.eikotabata.com/">https://www.eikotabata.com/</a>
<b>Type of Art</b>	Painting
<b>Exhibit Space Requested</b>	<ul style="list-style-type: none"><li>• Hanging Displays for Ready-to-Hang Artwork</li></ul>
<b>Artist's Statement</b>	<p>Born and raised in Hokkaido, Japan, I grew up surrounded by mountains, forests, and changing seasons that shaped my love of the natural world. From an early fascination with anime and storytelling, I later discovered painting as an adult, finding it to be the medium through which I could best express my connection to nature.</p> <p>My work reflects the belief that nature is both powerful and fragile—a force that sustains life yet requires our respect to thrive. I portray landscapes and seascapes as nurturing and vibrant, using warm, vivid colors to capture their energy and vitality. Each painting is an expression of gratitude, inspired by memories of hiking, skiing, and exploring the vast scenery of Hokkaido, and by the serenity I continue to find in natural spaces today.</p> <p>I see my art as both personal and universal. On one hand, it reflects my story—my childhood immersed in the outdoors and my creative journey into painting. On the other, it speaks to a shared responsibility: the need to appreciate and protect the environment that sustains us. Through my work, I hope to uplift viewers, spark reflection, and highlight the beauty and balance that nature offers.</p> <p>Every brushstroke carries the message that by honoring and preserving our surroundings, we can create a more magical and sustainable world.</p>
<b>Description of Show</b>	<p>Number of pieces: 15 (number could increase) Theme: Nature Display: Categorize them by certain subjects (eg. animals/wildlife as one category, landscape as another category, etc)</p>
<b>How did you hear about the gallery?</b>	Friend
<b>What is your connection to Watertown?</b>	Used live in Brighton and went to Arsenal Yards often. I also ran near the Charles River often for Boston Marathon training

Image 1



Image 2



Image 3



**Three Image Descriptions**

Image 1: Dancing in the Snow; oil on canvas; 30"x40"; 2025. Image 2: Lavender; oil on canvas; 24"x24"; 2025. Image 3: Tranquil; oil on canvas; 20"x30"; 2025.

**Electronic Signature**

Eiko Fazio

# Gallery Exhibitor Application

10/16/2025 11:10 AM (EDT)



Please carefully review the [Gallery Exhibitor Guidelines \(PDF\)](#), before filling out the application form. Attach 3 full color images of your work. If you are unable to submit via this form, you may [email your application materials](#).

This application is for exhibit space only. If selected to exhibit in the T. Ross Kelly Family Gallery, it is the artist's responsibility to make all arrangements for displaying art, sales, reception, publicity (with the exception of the library newsletters), and break-down. All work must be ready for exhibition.

Applicants will be contacted by the gallery curator once all materials have been received. Submitting an application does not guarantee that your art will be exhibited in the T. Ross Kelly Family Gallery.

The Watertown Free Public Library does not hold insurance for artwork on exhibit and is not responsible for loss or damage of the artist's work.

<b>First Name</b>	Cristina
<b>Last Name</b>	Farrer
<b>Email Address</b>	bloomingterritory@gmail.com
<b>Phone Number</b>	5083710106
<b>Website (if applicable)</b>	Instagram/ Cristina Farrer
<b>Type of Art</b>	Acrylics on canvas
<b>Exhibit Space Requested</b>	<ul style="list-style-type: none"><li>• Hanging Displays for Ready-to-Hang Artwork</li><li>• Glass Display Case</li></ul>
<b>Artist's Statement</b>	Instead of an artist statement , which I can send any time, I would like to say that this exhibition." Symphony in Bloom" is ready for being displayed in 2026. If, however, the year for display is 2027, I would like you to be aware that I might change the series, due to sales and new work being created.
<b>Description of Show</b>	About 14 pieces ( 9 - 24x30 inches 4 - 11x14 inches) "Symphony in Bloom" , a series inspired in classical music and also a celebration to resilience. At the gallery, in a harmonious display.
<b>How did you hear about the gallery?</b>	I have displayed my artwork there before.
<b>What is your connection to Watertown?</b>	I just love the town and have great friends living there.

Image 1





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**Three Image Descriptions**

“Apfel” 24x30 acrylic on canvas 2025 “Summer” 11x14 acrylic on canvas, 2025.  
“Furiant ” 24x30 acrylic on canvas 2025. “New World” 24x30 acrylic on canvas,  
2025

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**Electronic Signature**

Cristina Farrer

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# Gallery Exhibitor Application

04/08/2026 1:57 PM (EDT)



Please carefully review the [Gallery Exhibitor Guidelines \(PDF\)](#), before filling out the application form. Attach 3 full color images of your work. If you are unable to submit via this form, you may [email your application materials](#).

This application is for exhibit space only. If selected to exhibit in the T. Ross Kelly Family Gallery, it is the artist's responsibility to make all arrangements for displaying art, sales, reception, publicity (with the exception of the library newsletters), and break-down. All work must be ready for exhibition.

Applicants will be contacted by the gallery curator once all materials have been received. Submitting an application does not guarantee that your art will be exhibited in the T. Ross Kelly Family Gallery.

The Watertown Free Public Library does not hold insurance for artwork on exhibit and is not responsible for loss or damage of the artist's work.

<b>First Name</b>	Kathryn
<b>Last Name</b>	Perrin
<b>Email Address</b>	perrinkat@gmail.com
<b>Phone Number</b>	7816086494
<b>Website (if applicable)</b>	n/a
<b>Type of Art</b>	Photography
<b>Exhibit Space Requested</b>	<ul style="list-style-type: none"><li>• Hanging Displays for Ready-to-Hang Artwork</li></ul>
<b>Artist's Statement</b>	<p>My photography since 2022 has centered primarily on two my cats, Cosmo and Willow. What began as casual photos evolved into something more meaningful—a way to observe, document, and share their quiet, serene, sometimes funny and delightful moments.</p> <p>Cosmo and Willow are brother and sister, each with their own distinct personality. Through my photography I try to capture their differences, but also the deep bond they share.</p> <p>The enthusiastic responses my photographs have received when shared with others—especially within my community—has been deeply encouraging. It suggests that the quiet moments I capture with Cosmo and Willow resonate beyond my own experience, offering comfort, joy, and connection.</p> <p>In sharing my photographs, I invite viewers to slow down and recognize the beauty and presence in the familiar. I hope viewers will not only see Cosmo and Willow in all their sweetness, beauty and quirkiness, but will be reminded of the animals in their own lives and the immense love and joy they bring.</p>
<b>Description of Show</b>	Approximately 20-30 photographs of Cosmo & Willow, 12"x 12", unframed/unmatted, hung with clips
<b>How did you hear about the gallery?</b>	I am familiar with the gallery because I am at the library very frequently. I also know people who have exhibited there.
<b>What is your connection to Watertown?</b>	I have been a resident Watertown since 2009

Image 1



Image 2



Image 3



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**Three Image Descriptions**

(1) Cosmo & Willow, Photograph, 2022, (2) Lounging, Photograph, 2025, (3) Deep Sleep, Photograph, 2025

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**Electronic Signature**

Kathryn Perrin

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# Gallery Exhibitor Application

04/08/2026 9:54 AM (EDT)



Please carefully review the [Gallery Exhibitor Guidelines \(PDF\)](#) before filling out the application form. Attach 3 full color images of your work. If you are unable to submit via this form, you may [email your application materials](#).

This application is for exhibit space only. If selected to exhibit in the T. Ross Kelly Family Gallery, it is the artist's responsibility to make all arrangements for displaying art, sales, reception, publicity (with the exception of the library newsletters), and break-down. All work must be ready for exhibition.

Applicants will be contacted by the gallery curator once all materials have been received. Submitting an application does not guarantee that your art will be exhibited in the T. Ross Kelly Family Gallery.

The Watertown Free Public Library does not hold insurance for artwork on exhibit and is not responsible for loss or damage of the artist's work.

<b>First Name</b>	Chris
<b>Last Name</b>	Heinen
<b>Email Address</b>	cfheinen@gmail.com
<b>Phone Number</b>	9084001200
<b>Type of Art</b>	Screen prints
<b>Exhibit Space Requested</b>	<ul style="list-style-type: none"><li>• Hanging Displays for Ready-to-Hang Artwork</li></ul>
<b>Artist's Statement</b>	I make low-fi prints that lean into limitations. Halftones, few colors, and the occasional misprint all add character. Inspired by comics, pop art, and vintage matchbox designs, I like pushing simple print processes to see what unexpected effects emerge. The flaws aren't mistakes, they're part of the story.
<b>Description of Show</b>	I'll have 3 pieces focused around Watertown landmarks. They will be framed 11x14 and 10x10.
<b>How did you hear about the gallery?</b>	Newsletter
<b>What is your connection to Watertown?</b>	I live in Watertown, coach hockey and recently started doing art fairs with my kids.

Image 1



Image 2

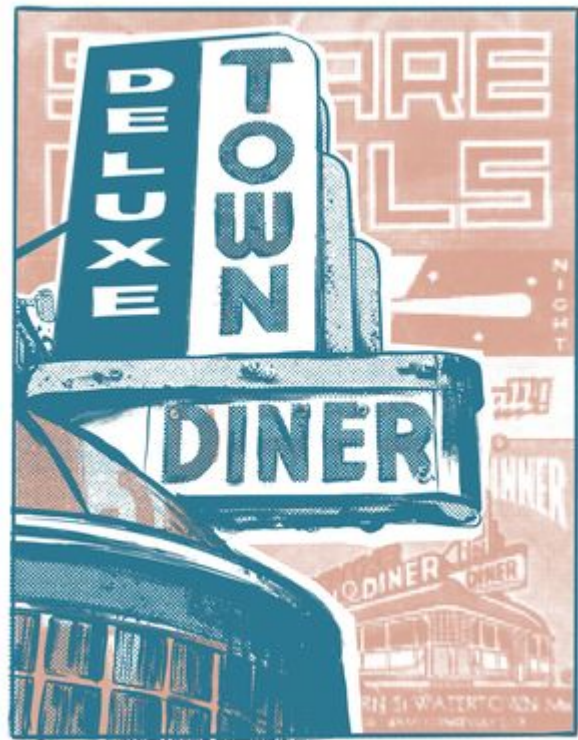




Image 3



**Three Image Descriptions**

Image 1 is the Watertown Dam (8x8, 2026), Image 2 is Deluxe (8x11, 2025), Image 4 is Charles River (11x8, 2026). These are the digital files, so the print colors might vary slightly.

**Electronic Signature**

Chris Heinen

# Gallery Exhibitor Application

04/22/2026 10:51 AM (EDT)



Please carefully review the [Gallery Exhibitor Guidelines \(PDF\)](#) before filling out the application form. Attach 3 full color images of your work. If you are unable to submit via this form, you may [email your application materials](#).

This application is for exhibit space only. If selected to exhibit in the T. Ross Kelly Family Gallery, it is the artist's responsibility to make all arrangements for displaying art, sales, reception, publicity (with the exception of the library newsletters), and break-down. All work must be ready for exhibition.

Applicants will be contacted by the gallery curator once all materials have been received. Submitting an application does not guarantee that your art will be exhibited in the T. Ross Kelly Family Gallery.

The Watertown Free Public Library does not hold insurance for artwork on exhibit and is not responsible for loss or damage of the artist's work.

<b>First Name</b>	Steve
<b>Last Name</b>	McHugh
<b>Email Address</b>	7793muca@gmail.com
<b>Phone Number</b>	6174158001
<b>Website (if applicable)</b>	coming soon
<b>Type of Art</b>	Photography
<b>Exhibit Space Requested</b>	<ul style="list-style-type: none"><li>• Glass Display Case</li><li>• Hanging Displays for Ready-to-Hang Artwork</li></ul>
<b>Artist's Statement</b>	<p>Steve McHugh is a photographer, inventor, and maker whose work is rooted in curiosity, observation, and a deep appreciation for the natural world. Working across photography, woodworking, and writing, he is drawn to the quiet details that often go unnoticed — shifting landscapes, wildlife in motion, and the character of handmade objects.</p> <p>Nature has long been a source of inspiration in his work, especially birds and wildlife. That fascination began in childhood after spotting a Snowy Owl perched in a tree across the street from his home — a moment that sparked a lifelong interest in animal behavior, habitat, and the diversity of species found in everyday surroundings.</p> <p>Through photography, he aims to capture both the beauty and presence of the natural world, often focusing on scenes and subjects that invite a second look. Whether documenting a striking landscape, an unexpected animal encounter, or a fleeting detail in nature, his work is guided by patience, attentiveness, and a sense of wonder.</p> <p>He feels most at home creating while walking through natural settings, where observation and movement often lead to his most meaningful work.</p>
<b>Description of Show</b>	My photos are across the spectrum. Nature photos, birds, butterflies, turtles, cityscapes and sunsets, plus other genres. I will be showing 80-100 photos, most are 8x10 framed photos. Frames have hanging clips on back as well as stands.
<b>How did you hear about the gallery?</b>	I spotted the gallery when I was in the library.
<b>What is your connection to Watertown?</b>	I grew-up in Watertown as did my parents and siblings, graduating from WHS. My Aunt, Mary McHugh, worked at the library for years before she retired.

Image 1



Image 2

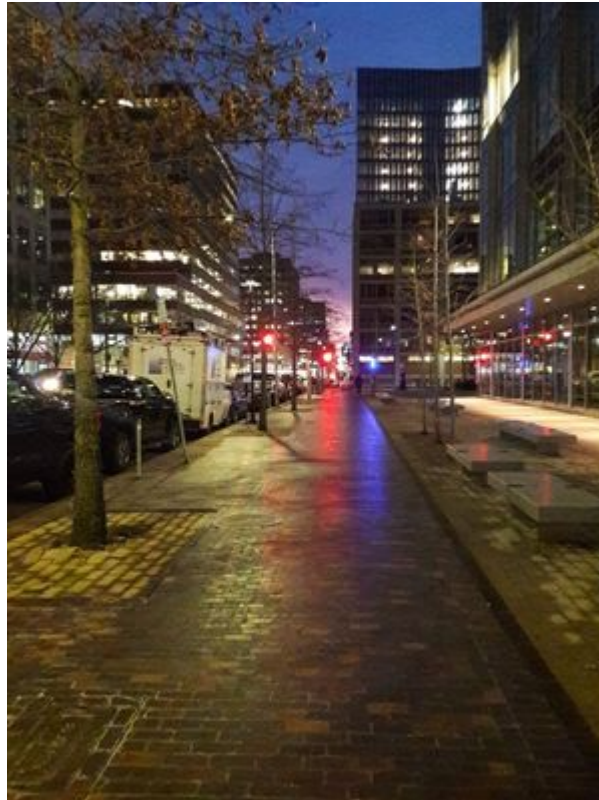


Image 3



**Three Image Descriptions**

1) Snowy Egret, photo, 8x10 photo-9x11 frame, 2025. 2) Kendall Square, photo, 8x10 photo-9x11 frame, 2020. 3) Stage Harbor lighthouse, photo, 8x10 photo-9x11 frame, 2025.

**Electronic Signature**

Steve McHugh

**ALTERNATE**

# Gallery Exhibitor Application

06/01/2026 9:39 AM (EDT)



Please carefully review the [Gallery Exhibitor Guidelines \(PDF\)](#) before filling out the application form. Attach 3 full color images of your work. If you are unable to submit via this form, you may [email your application materials](#).

This application is for exhibit space only. If selected to exhibit in the T. Ross Kelly Family Gallery, it is the artist's responsibility to make all arrangements for displaying art, sales, reception, publicity (with the exception of the library newsletters), and break-down. All work must be ready for exhibition.

Applicants will be contacted by the gallery curator once all materials have been received. Submitting an application does not guarantee that your art will be exhibited in the T. Ross Kelly Family Gallery.

The Watertown Free Public Library does not hold insurance for artwork on exhibit and is not responsible for loss or damage of the artist's work.

<b>First Name</b>	Ed
<b>Last Name</b>	Comeau
<b>Email Address</b>	edcomeau@gmail.com
<b>Phone Number</b>	413-896-5718
<b>Website (if applicable)</b>	www.ComeauPhotography.com
<b>Type of Art</b>	Photography
<b>Exhibit Space Requested</b>	<ul style="list-style-type: none"><li>• Hanging Displays for Ready-to-Hang Artwork</li></ul>
<b>Artist's Statement</b>	<p>“Quabbin- Yesterday and Today” explores one of Massachusetts’ most consequential landscapes, a place shaped by beauty, sacrifice, engineering, memory, and time. Through contemporary photographs paired with historic archival imagery, this exhibit invites viewers to consider both what was lost and what endures within the Quabbin Reservoir region.</p> <p>The Quabbin is often viewed simply as a reservoir, yet it was also the former home of four towns, countless families, farms, roads, churches, and histories that disappeared beneath the water nearly a century ago. The creation of the reservoir transformed the Swift River Valley forever, while simultaneously creating a resource that today provides drinking water to millions of people across the Commonwealth.</p> <p>My photography focuses on the present-day Quabbin landscape, its forests, wildlife, changing seasons, and quiet traces of the past that remain, visible to those willing to slow down and look closely. By placing contemporary images alongside archival photographs from the Massachusetts State Archives and the Friends of the Quabbin collection, “Quabbin-Yesterday and Today” creates a visual conversation across generations. The exhibit is intended not only to document change, but also to encourage reflection about stewardship, remembrance, and our connection to place.</p> <p>Many residents in eastern Massachusetts are unaware of the critical role the Quabbin Reservoir has in their lives. One hope of this exhibit is to help viewers better understand the people, communities, and landscapes behind the water that sustains much of the state today.</p> <p>Ultimately, these photographs are about more than history or scenery alone. They are about resilience, legacy, and the enduring relationship between people and the land.</p>

This exhibit was funded by a grant from the Massachusetts Cultural Council to the Friends of Quabbin. The full exhibit can be seen at [www.ComeauPhotography.com/StateHouseExhibit](http://www.ComeauPhotography.com/StateHouseExhibit).

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**Description of Show**

This exhibit includes photographs from the Massachusetts Digital Archives of the Swift River Valley during the construction of the Quabbin Reservoir, which is the source of drinking water for Watertown. It also includes contemporary photographs showing what the Quabbin has become with beautiful landscape and wildlife photographs. There are up to 18 photographs available and it is currently being exhibited at the Massachusetts State House. You can see the full exhibit online at [www.ComeauPhotography.com/StateHouseExhibit](http://www.ComeauPhotography.com/StateHouseExhibit).

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**How did you hear about the gallery?**

Watertown is one of the towns that gets its water from the Quabbin Reservoir and I am reaching out to help inform people about where their water comes from and what it took to create the Quabbin Reservoir.

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**What is your connection to Watertown?**

See above.

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**Image 1**



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**Image 2**



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**Image 3**



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**Three Image Descriptions**

1 - Clearing the Land, framed print from the Mass Digital Archives, 18"x22" or 21"x27", 2- Loading the Muck Cars to Dig the Tunnel to Boston, 18"x22" or 21"x27", 3 - Sunrise at Gate 16, 18"x22" or 21"x27"



# Watertown Free Public Library's FY27 Action Plan – DRAFT --

Strategic Priority		Staff	Timeline
<b>Welcoming</b>			
1	Complete Phase 1 of Lobby Redesign: replace desk for better sight lines, allowing for “open holds” so patrons can retrieve their own items, and install additional shelving to house collections for adult patrons on the 1 <sup>st</sup> floor.	Administration, Access Services Department	June 2027
2	Review No Log and identify changes to policy and procedure to create a more welcoming environment and lower barriers to library use.	Department Heads, Customer Service Team, Administration	Ongoing
3	Convene Customer Service team regularly. Make recommendations for improvements based on feedback and research. Assist with implementation and training.	Customer Service Team, Administration	Dec 2026
4	Increase multilingual family resources in the Children’s Room and on our website.	Children’s, Project Literacy, Outreach Department	May 2027
5	Increase the discoverability of the Project Literacy office. Design and install eye-catching wall art, logo, and “Citizenship Corner” branding around the office.	Outreach Team, Project Literacy	May 2027
<b>Engaging</b>			
1	Create opportunities for tweens and families to engage with Teen staff and collections before transitioning to the Teen Room from the Children’s Room.	Children’s and Teen Departments	Sept 2026, June 2027
2	Conduct a week-long survey to determine how patrons traveled to/from WFPL or HATCH today, repeat 3-4 times a year.	Department Heads	May 2027
3	Conduct quarterly online surveys and lead informal group discussions (with refreshments!) in the Teen Room to collect feedback about teen library programs, materials and services throughout the year.	Teen Department	May 2027
4	Identify and build connections with Homeschooling groups, with a focus on programming.	Children’s Department	Oct 2026
5	Identify new and continuing ways to accommodate and engage with patrons with disabilities.	Department Heads	Ongoing

<b>Empowering</b>				
1	Partner with Hatch and other community organizations to provide collaborative learning opportunities for children.	Children’s Department, Hatch	Feb 2027	
2	Help the community understand and manage artificial intelligence in their lives: what it is, what it can and cannot do, how it will impact everyone, and ways we can control it.	Reference Department	May 2027	
3	Assess existing documents and create “how-to” documents for common technology help questions, focusing on how patrons can access library resources from home.	Digital Services Librarian	January 2027	
4	Expand Home Delivery service, with a specific focus on recruitment for the program in assisted/senior living complexes in which we already deliver materials.	Outreach Librarian, Volunteers	May 2027	
5	Develop and guide two to three projects for teens by teens during the school year.	Teen Department, Teen Advisory Board	October 2026	
<b>Representing</b>				
1	Create Spanish language book club kits with titles from past meetings. Offer kits to the local community and other Minuteman Network libraries to start their own clubs.	Access Services, Outreach Department	September 2026	
2	Trial heritage celebrations with focused displays in the library, collect feedback, and determine whether to continue.	Reference Department	May 2027	
3	Use QR codes which link to digital resources on signage posted to our doors when the library is closed so patrons can learn more about holidays.	Reference Department	May 2027	