

# **New Britain Institute**

## **166<sup>th</sup> Annual Meeting**

July 1, 2018-June 30, 2019



**New Britain Public Library**

**New Britain Youth Museum**

**New Britain Industrial Museum**

NBI: Like the Smithsonian, Only Closer

**New Britain Institute  
Board of Managers**

**2018-2019**

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**President:** G. Geoffrey Bray

**Vice President:** Francis (Bud) Volz

**Secretary:** Gilbert Gigliotti, Ph.D.

**Treasurer:** MaryAnne Kolitsidas

**Class of 2020**

Louis (Gerry) Amodio  
Gary Robinson

Daniel Salerno

**Class of 2021**

Sharon Beloin-Saavedra  
Nina Jankowski

Thomas Satalino

**Class of 2022**

Diedra Ierardi  
Evelyn Newman  
Phillips, Ph.D  
Lucian Pawlak

**Committee Chairpersons**

New Britain Public Library: Michael Humen

New Britain Youth Museum: Christopher LaSaracina, Esq.

New Britain Industrial Museum: Jonathan Scott

Finance Committee: MaryAnne Kolitsidas

**Honorary Members**

The Honorable Erin E. Stewart, Mayor of New Britain

Nancy Sarra, Superintendent, Consolidated School District of New Britain

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### **Youth Museum**

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Yomaira Cohen  
Jean Larson  
Susan D. Lovitt  
Rob Ramsey  
Richard Rease  
Gary Robinson  
Cindi Whitham

### **Industrial Museum**

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Randall Judd, Treasurer  
Frank Bradley, Secretary  
Mallory Howard  
Craig Nolan  
Reed Rathgeber

# NEW BRITAIN INSTITUTE 2018 – 2019

## PRESIDENT'S REPORT

*“Celebrate our past, understand our present,  
and pioneer our future”*

Well, it is that time of year once again. As temperatures begin to drop, it's harvest time; fall foliage replaces cutting the grass with leaf blowing and raking - time to turn on the heat and cover the AC unit till spring. As concerns me here, it's time to again write the President's Report for the Annual Membership Meeting. While it is my third such report, it marks the New Britain Institute's 167<sup>th</sup> year of serving the varied educational needs of our diverse Greater New Britain Community.

In the past year, the Institute's Board of Managers has developed a trio of initiatives to promote growth, income, programs, and presence. I previously borrowed a phrase from the Smithsonian Institution of *“Celebrate our past, understand our present and pioneer our future”* the Smithsonian, and, while at a very different scale, we have very much the same mission, objectives, and, in fact, age. Dr. Gil Gigliotti has begun saying *“Like the Smithsonian, only closer”*. As the umbrella for our three education-based non-profit branches, we bring the history of this manufacturing-based powerhouse community to the present day to lend perspective to today's solutions, and, when coupled with clarity and curiosity, make it possible to pioneer the future.

So back to our three initiatives, beginning with **Development**: Last year we touched upon the need to grow the endowment of the branches, which in part funds a portion of on-going programs & operations, by first raising money to then look for matching grants in order to hire a shared Development Director who along with the Board, would develop a Planned Giving program for bequests & for Grant Writing to increase endowments and bring added streams of income to improve the number and quality of our branch programs and facilities. To that end we have extended last year's Board Fund Drive into an Annual Appeal, which is led by Bud Volz.

Our second initiative is to increase community awareness of the Institute but mostly our branches: The NB Public Library, Youth Museum & Industrial Museum by once again reinstituting an **Annual Lecture** as proposed and led by two CCSU English Professors, Dr. Gil Gigliotti, our Board Secretary and Dr. Aimee Pozorski, the VP of the Library Board. The lecture series would focus on our mission while building a sense of community within our towns and among our prestigious co-sponsors. The speaker will also be expected to reach out to other collaborating organizations to impact others during the day than might just be able to attend an evening lecture.

The third initiative, which has been my focus, is the once-in-a-century opportunity to possibly acquire the property immediately adjacent to our Library and the Downtown site of the NB Youth Museum. The Board appointed an *ad hoc* committee (comprised of Gerry Amodio, Deidra Ierardi, Randy Judd, Tom Pascoello, Gary Robinson, Danny Salerno, Paul Zagorsky and me) to study the feasibility of an adaptive reuse and preservation of the historic St. Mark's Church and other supporting structures, including an additional 65 parking spaces, as a **Center for Learning**, which in another iteration was the focus of a 2012 Strategic Plan developed by a committee of the Board of Managers.

The conceptual approach would be to renovate the facilities to meet the shared needs of our branches and other stakeholder: the Industrial Museum, presently operating out of the inadequate space previously known as the Leaves & Pages Coffee Shop; the Youth Museum in its outmoded concrete block building behind the Library; the potential for much improved tutoring facilities for Literacy Volunteers presently crowded into a room on the third floor of the Library; the potential exhibition of a significant political memorabilia collection presently hidden away in storage out of town; and the conceptual development of a technology-based Maker Space – ideally sponsored and manned by the many high tech manufacturers who still call Greater New Britain their home, and led by Stanley Black and Decker.

The potential synergies of shared use in the same block as the Library, the YMCA, the NB Art League (just across Cedar Street), and just blocks away from the NBMAA, which was itself part of the Institute from the opening of the Library to 1995, should be significant.

We are presently finishing up a number of grant applications to cover consultant fees to study the financial feasibility of such a consortium – what would the operational issues and costs be, as well as potential income streams. If the report has a positive result, we'll move on to develop preliminary design concepts for how the buildings can best be used or adapted, preliminary construction budgeting, as well as determining a purchase offer. While dreaming big with this unexpected opportunity, we are also looking to firmly base any decision upon realistic financial assessments.

I would certainly be remiss if I didn't thank the many staff members, both full and part time; the operational support provided by the City of New Britain; as well as the Board members and many volunteers who donate their time and talents in support of the branch directors and the wonderful organizations they lead...their gifts are priceless, as, without all of them, none of the missions could be accomplished.

Pat Rutkowski at the Library, Tom Pascoello at the Youth Museum in town and at Hungerford Park, and Sophie Huget at the Industrial Museum all bring wonderful talents, enthusiasms and leadership to their respective organizations...Thank you, thank you, thank you.

It has once again been my honor and passion to be part of the resurgence of this truly great institution as we are in the 167<sup>th</sup> year of education-based service to the people of our Hard Hitting and, I want to say, Smart Thinking Greater New Britain Community.

Thank you again,

G. Geoffrey Bray  
President

## **NEW BRITAIN INSTITUTE**

### **TREASURER'S REPORT**

**June 30, 2019**

Investments were valued at \$2,781,819 for the Library Fund, \$310,999 for the Youth Museum Fund and \$130,214 for the Industrial Museum fund, totaling \$3,223,032 as of June 30, 2019 as compared to \$3,131,140 at June 30, 2018.

The Institute maintains a checking account to pay administrative expenses and common expenses benefiting all entities. The balance in this account at June 30, 2019 was \$18,007 as compared to \$7,249 at June 30, 2018. In July 2018, \$14,555 was transferred from the investment accounts to the Institute checking account to cover the estimated annual expenses for the 2018/2019 fiscal year, of this amount, \$12,510, \$1,450 and \$595 was paid from the investment accounts of the Library, Youth Museum, and Industrial Museum, respectively.

The investment funds earned dividends and interest of \$325,729, recognized gains of \$10,034 and unrealized losses of \$178,965 for the year ended June 30, 2019.

The Library received \$3,050 from the EH Case Trust. The library receives quarterly distributions from this trust. The Industrial Museum received \$200 from Randall Judd for the building fund.

The Institute embarked on a campaign to increase the endowment. The Institute received \$11,872 of Designated Donations, and incurred donation campaign expenses of \$953, since the start of the campaign in December 2017.

Expenses totaling \$27,865 were paid on behalf of the Library for investment fees.

Expenses totaling \$19,713 paid on behalf of the Youth Museum, \$3,213 for investment fees, a transfer of \$12,500 for operating expenses and a transfer of \$4,000 from the Francis Parker Fund for the installation of an aeration system for a small pond at the Hungerford site.

Expenses totaling \$1,348 were paid on behalf of the Industrial Museum for investment fees.

Administrative expenses of \$13,623 were paid out of institute funds for directors' insurance, audit fee, licensing fees, website, bookkeeping, and annual report and meeting expenses.

Respectfully submitted,

MaryAnne Kolitsidas, Treasurer

New Britain Institute  
Fund analysis - year to date summary  
FYE June 30, 2018

	Beginning 6/30/2018	Earnings	expenses	Investment fees	Adjustments Additions & Transfers	Year to date 6/30/2019
Library Fund	2,684,372.57	134,771.40	-	(27,864.57)	(9,460.25)	2,781,819.15
Youth Museum Fund	316,699.83	15,461.60	-	(3,212.82)	(17,950.00)	310,998.61
Industrial Museum Fund	130,068.04	6,488.78	-	(1,347.72)	(4,995.00)	130,214.10
Checking	7,249.00	75.62	(13,748.10)	-	24,430.16	18,006.68
total	<u>3,138,389.44</u>	<u>156,797.40</u>	<u>(13,748.10)</u>	<u>(32,425.11)</u>	<u>(7,975.09)</u>	<u>3,241,038.54</u>

Library

Board Restricted - Income to be distributed for operating budget support

Income Fund	994,459.76	49,639.63	-	(10,237.55)	(12,301.17)	1,021,560.67
Women's Club of NB (Perm)	16,882.20	842.69	-	(173.79)	(208.83)	17,342.27
Unrestricted	-	-	-	-	-	-
General	572,698.44	28,812.43	-	(5,968.23)	-	595,542.64
EH case Interest	20,254.03	1,138.36	-	(229.28)	3,049.75	24,212.86
Elaine Anderson	27,140.70	1,365.42	-	(282.84)	-	28,223.28
Ladislaus (Walter) Smialowski	19,165.52	964.22	-	(199.73)	-	19,930.01
Elizabeth Cunningham	70,281.43	3,535.82	-	(732.42)	-	73,084.83
Alice B Larkin	44,492.73	2,238.42	-	(463.67)	-	46,267.48
Elizabeth Meagley	22,224.02	1,118.09	-	(231.61)	-	23,110.50
Anne Fowler	28,131.13	1,415.23	-	(293.16)	-	29,253.20
RW Sheehan	424,780.98	21,370.59	-	(4,426.73)	-	441,724.84
Howland Rogers	66,041.72	3,322.53	-	(688.23)	-	68,676.02
Stephen Czerwinski	29,477.30	1,483.00	-	(307.19)	-	30,653.11
John Ward	77,755.09	3,911.82	-	(810.30)	-	80,856.61
Helen Lynch	32,685.61	1,644.40	-	(340.63)	-	33,989.38
Agnes Cowlam	58,757.29	2,956.06	-	(612.33)	-	61,101.02
Curtis Jennings	7,421.97	373.40	-	(77.33)	-	7,718.04
JP Bruemmer Charitable Trust	13,427.95	675.57	-	(139.93)	-	13,963.59
Temporarily Restricted ( by Donor)	-	-	-	-	-	-
Irene Vandenburg	16,342.79	822.21	-	(170.31)	-	16,994.69
Donor restricted funds (permanently restricted)	-	-	-	-	-	-
Howland Rogers (NEH)	83,571.08	4,204.43	-	(870.91)	-	86,904.60
Challenge Grant (NEH)	20,594.68	1,036.11	-	(214.62)	-	21,416.17
National endow for Hum	37,786.13	1,900.99	-	(393.78)	-	39,293.34
Total Library	<u>2,684,372.55</u>	<u>134,771.42</u>	<u>-</u>	<u>(27,864.57)</u>	<u>(9,460.25)</u>	<u>2,781,819.15</u>

Youth Museum

General	5,113.56	249.65	-	(51.88)	(225.23)	5,086.10
Elizabeth Cunningham	42,142.30	2,057.41	-	(427.52)	(1,856.29)	41,915.90
Howland Rogers	58,789.60	2,870.17	-	(596.40)	(2,589.57)	58,473.80
Stanley Cooper	35,379.95	1,727.26	-	(358.92)	(1,558.42)	35,189.87
Francis Parker	12,344.25	602.66	-	(125.23)	(4,543.74)	8,277.94
Margaret Chase Judd Fund	16,601.23	810.48	-	(168.42)	(731.25)	16,512.04
Agnes Cowlam	45,634.82	2,227.95	-	(462.95)	(2,010.13)	45,389.69
Catharine Rogers	27,754.79	1,355.04	-	(281.56)	(1,222.54)	27,605.73
Deborah Pfeifferberger	72,939.34	3,560.97	-	(739.94)	(3,212.83)	72,547.54
Total Youth Museum	<u>316,699.84</u>	<u>15,461.59</u>	<u>-</u>	<u>(3,212.82)</u>	<u>(17,950.00)</u>	<u>310,998.61</u>

Industrial Museum

Temporarily restricted

Henrietta Judd	4,143.35	213.14	-	(43.62)	200.00	4,512.87
Warren and Elsie Kingsbury	10,358.40	517.78	-	(107.77)	-	10,768.41
Other Donors	994.62	49.71	-	(10.36)	-	1,033.97
Unrestricted	-	-	-	-	-	-
New Britain Club	87,589.76	4,363.86	-	(906.68)	(3,971.57)	87,075.37
Ruth Rees Charitable Fund	2,066.14	102.92	-	(21.38)	(93.68)	2,054.00
Howland Rogers	24,915.78	1,241.36	-	(257.91)	(1,129.75)	24,769.48
Total Industrial museum	<u>130,068.05</u>	<u>6,488.77</u>	<u>-</u>	<u>(1,347.72)</u>	<u>(4,995.00)</u>	<u>130,214.10</u>

New Britain Institute (all unrestricted)

Institute Cash Activity	7,249.00	75.62	(13,748.10)	-	24,430.16	18,006.68
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## **NEW BRITAIN PUBLIC LIBRARY ANNUAL REPORT 2018 – 2019**



This year will be remembered for the staff turnover and its impact on staff and staffing. It was a year of many transitions. We lost key staff and spent a considerable amount of time interviewing and training. For some positions, it was several rounds of interviews, sometimes refusals of our offer, and sometimes to our dismay, loss of staff after a short amount of time after hiring. Staff loss was due to a variety of reasons including advancement, full time position, scheduling, higher pay and less hours. We had two maternity leaves and two retirements. Pat Watson, Head of Adult Services, our Local History Librarian and the City Historian retired after 20 years at the library. Florence Hooker, part time clerk, retired after a 17 year career with us. Both were committed and dedicated to the library. Pat had been Head of Adult Services for 9 years. The position was filled with the hiring of Amy Slowik, only to be vacant again almost six months later. We were pleased to fill the position in house and Aubrey Muscaro became the new Manager in May. In the previous fiscal year, we choose to return to having an Assistant Director when the Business Manager retired. Despite many rounds of interviews, offers, the position remained empty for the better part of the year. At the end of the fiscal year in June, we welcomed our new Assistant Director, Lisa Shaia.

Not only did the vacancies impact staff time but also projects. Planning had started on the Makerspace. With the loss of our Computer Technician and the Assistant Director, the Makerspace was put on hold. Despite several interviews, the computer position was not filled in this fiscal year.

With the loss of the Local History Librarian, Oneil Cormier took over the lead. With staffing issues, hours were reduced and service transited to a team approach instead of the responsibility of two librarians. They accommodate visitors who have traveled a distance for local history information when the room is closed. Inquiries are received from city hall, businesses, clubs, museums, authors, professors, genealogist, students, family members, librarians and journalists. Visitors are local, state-wide, country-wide and international. An email request was received from Rotterdam, the Netherlands. As soon as the Paul Manafort, Jr. story hit the news, staff received inquiries from reporters and journalists. Ben Moorad of Portland Oregon wrote to thank staff at the end of the run of his theatrical productions based on case histories of patients treated by his grandfather Philip Moorad, a local psychiatrist in the 1940's saying he "considered the help of the NBPL to be a key reason why these shows spoke to people. The services provided through the Local History Room affect personal lives, impacts the output of researchers and the value of businesses and organizations and cultural arts in our community.



Despite the impact of all these changes, including taking on extra tasks and covering extra service hours, our staff offered many wonderful programs and continued to provide quality services to library visitors and the community as well as carry out their own work to keep the library running smoothly. Adult Services, Children's, Teen Services and Jefferson Branch offered successful, new programming. Children's Services continued to make visits to schools and participate in community events. Technical Services continued to catalog and process materials and keep the database clean. Staff answered questions and provided assistance. Circulation registered new borrowers and checked out items. Information Desk and Circulation staff processed holds and ILL requests to get the needed materials to our users. Computer staff helped computer users. Hundreds of book displays were set up. Staff promoted PBS's Great American Read and got people talking, sharing and reading.

We started the fiscal year off with an increase in circulation statistics and library card registrations. August had the highest visitor count. January and March had the highest checkouts (over 26,000 each). Downloadable collection usage continued to increase and in March we circulated over 1,000 items. The number continued to increase for the remainder of the year. Magazines returned to the collection at the beginning of the fiscal year and have continued to be a popular item.

Summer reading clubs wrapped up for the summer of 2018. 429 children registered for the Children's summer reading club; with 88 (the number who came in to get their prizes) were officially recognized as completing their reading. For teens, 135 teens signed up and 50 reported reading 1 or more books. The Adult summer reading club had 75 participants at the main library and 18 from the branch who reviewed a total of 278 books.

For the third summer we were out in the community with NB library on Wheels bus, as donated by First Student. Finding the right locations was a challenge. We were at Willow Street Park Splash Pad and a parking lot near the old VFW on East St – a generous donation by a community member- thanks to a Children's staff member. We had also planned to be at a Foodshare site but they lost their location.

With the change in the school district's focus on steam, staff geared programs towards STEAM and added supportive items to the collection. Children's and the Teen Services added littleBits. Teen Services offered regular STEAM programming, starting a new STEAM program: STEAM Explore. On at least one Friday a month, the Teen Room is a pop-up makerspace and Maker Mondays continued.

To the delight of library users, borrowing limits were increased so users could borrow more materials. The impact was seen mostly on DVD borrowing.

Adult Services librarians began an extensive weeding of the Reference collection in preparation for the Computer Center move. Technical Services then processed and removed the items from the collection. Maintenance had to lug them out.

Main library staff has been cross trained at the branch and is now regularly scheduled and in return, brings branch staff to the main library more often.

Once again visitors from long time NB sister city, Atsugi, Japan stopped at the library for a quick tour and a visit to the Local History Room where they looked at recent and historical newspaper clippings of their past visits and visitors.

A variety of staff trainings were held during the year. An industrious staff development day was held at the beginning of the fiscal year with chair yoga, a presentation by CSDNB staff on the new steam curriculum and sexual harassment training by the YMCA sexual assault crises service. Topics of general staff meetings included health insurance, service animals and ADA compliance and the NBPD did an active shooter refresher training.

The library went social and joined Twitter and Instagram to promote library services and programming.

Our Senior Book Group had a lovely surprise. Okey Ndibe, one of the authors at Literary Libations, came to the Senior Book Group as we were reading his book and the Tuesday night book group skyped with author Elizabeth Gaffney when they discussed her book.

Added to the challenges of funding and staffing, life, economy and the world impacts what libraries do as well as our usage and statistics. It is a continuing effort to connect with the community, fill community needs and look for new ways to successfully market the many services that are available and reach segments of the community that we are missing. But perhaps it is not the numbers that tell the success of the library but what can't be measured. The positive interaction between parent and child, a safe place for a teen, a comforting place for someone who is alone, a place where the information provided is reliable and accurate, a place of refuge and quiet in this busy world, a place to connect with others, a place where one is accepted. It is a place. It is what you need it to be and it is truly unique and unlike any other place.

Our appropriation request was submitted to the City with a 3.3% increase but again it was another year of level funding.

It takes a village: the staff, the board, our library users, our Friends and together we make things happen. Each of you is a piece of our success and we are thankful for all that everyone does.

## Highlights

- Our 6<sup>th</sup> annual Summer Reading Bash, which kicks off our summer reading programs, was held completely indoors because of wet weather in the preceding days. Activities included a read-a-thon, dance party, hip hop class and a visit from a llama.
- NBHS brought a preview of this year's musical production, *In the Heights*, to a full house at the library.
- The library was part of the NB Parks and Rec's Amazing Race which was held for sixth graders from Slade and Pulaski.
- Adult Services created a new ongoing display, *Staff Picks*, on the main floor which features recommendations from library staff.
- We celebrated our 7<sup>th</sup> annual *Take your Child to the Library Day* with a STEAM theme to emphasize the Science, Technology, Engineering, Arts, and Math materials and activities that we offer.
- Many long standing and popular programs continued: Halloween Costume Party, Teddy Bear Picnic, National Library Card Signup Month, National Library Week and Coloring Club, Chess Club, movies, gaming, book discussion groups, Family Story Hour, Terrific Tots, Super Kids and Time for Tots, Chess Club, Cookies and Coloring and book discussion groups.
- We joined libraries across the country to celebrate National Library Week, April 7-13, 2019. The theme being Libraries = Strong Communities, we simultaneously marked it as a Kindness Week; as strong communities are kind communities.
- Passports were issued at our USPS Passport Fair.
- Local author, Akintunde Sogurno delighted the children with a program Mama Stitches: Library Love Letters which included a visit from Mama Stitches herself.
- For the 4<sup>th</sup> year, the School Department sponsored Story Walk at the library. Pages of the book, *The Library*, were placed throughout the building. Families traveled to each station where the pages were read by a volunteer. Families received a copy of the book.
- An adult novel graphic section was created in the fiction area.
- Polish and Spanish audiobooks were moved from the Media Room to the foreign book collections.
- Digital magazines returned to the Overdrive.
- With a grant from the Foundation of Greater New Britain, we offered 2 workshops to help prepare for the Citizenship Test.
- A 6 part series in English and Spanish, My Culture, My Body, My Life, was offered.
- The Jefferson Branch added programming: family movies and Wii gaming.
- The library had a table at Farmers' Market during July and August and at Main Street USA.

- The Homework Center, as funded by the American Savings Foundation, completed its 18<sup>th</sup> year offering 466 appointments with 340 used. 60% of the appointments were for Math help
- The library was invited to be on the Mayor's Opioid Task Force and the Connecticut Complete Count Committee for the 2020 Census,
- The Mayor held events at the library: Opioid Use Disorders Panel Discussion, Opioid Use Disorders: A Community Approach to Prevention, Assessment and Treatment and a press conference to kick off the Connecticut Complete Count Committee for the 2020 Census.

### **Statistics at a glance**

During this fiscal year, July was the month with the most visitors; March saw the most card registrations and the most materials checked out.

- We had 18,420 card holders.
- 316,208 items were checked out, including those sent to other libraries.
- There were 240,693 patron visits.
- Staff answered 84,075 informational and reference questions.
- The downloadable collection saw an increase of use: a 27% increase in users. 2446 users checked out 11,138 downloadable titles (36% increase). This included 4537 Advantage titles (50% increase) and there were 209 new users (22% increase).
- Over 11,000 magazines and newspapers were read in-house.
- There were 187 visitors to the Local History Room and 412 requests for information. The online local history database of the Burritt Journals and Symonds scrapbook had 729 sessions.
- Social media had a very successful year. Facebook had 19,101 engaged users; an increase of 212.7%. We had 578 Twitter followers and 852 Instagram followers.
- Our web page was visited 112,547 times.
- Adult Services taught 64 computer classes.
- 66 visits were made to homebound patrons and those in nursing homes to deliver materials.
- Computers were used 37,043 times. Our Wi-Fi had 64,528 sessions with 42,043 users.
- Our flatbed scanner had 3390 uses.
- Museum passes were borrowed 634 times.
- We offered 1561 programs which were attended by 26,143 people.
- Technical Service created and upgraded over 3,101 OCLC cataloging records and mended 3,910 items.
- Our collection is comprised of 237,073 items. 16,205 items were withdrawn. 15,500 items were added

## **Staff Changes**

### **New**

- Administration: Lisa Shaia, Assistant Library Director.
- Adult Services: Amy Slowik, Head of Adult Services, Danielle Berube, Librarian, Sahar Khan, Reference Librarian, Jennifer Ohlund, part time Reference Librarian.
- Children's Services: Katherine Noonan, Librarian, Vivian Torres and Kendra Burch, part time Clerks,
- Circulation Department: Meliha Muskic, Seema Kumar, part time Clerks.
- Technical Services: Megan Thompson, part time Cataloging Librarian.
- Young Adult Services: Imani Fudl, Nora Lesko, Louise Courchaine, part time Clerks,

### **Departures**

- Adult Services: Patricia Watson, Head of Adult Services, retired, Amy Slowik, Head of Adult Services, Sahar Khan, Librarian.
- Children's Services: Katherine Noonan, Librarian, Jennifer Michaels, part time Clerk, Jane Frankel, part time librarian, Denise Martens, Librarian, Anne MacPhearson, part time Clerk.
- Circulation Department: Meliha Muskic, Yahiry Pagan, part time Clerks:
- Technical Services: Kristina Nowakowski, part time Cataloging Librarian, Daniel Del Cegno, Computer Technician, Florence Hooker, part time Clerk, retired.
- Young Adult Services: Imani Fudl, Gopal Dudhee and Nora Lesko, part time Clerks,

## **Fundraising, Grants and Gifts**

- Friends of the Library grant was \$19,500
- American Savings Foundation funded a grant of \$5,650 00 for the Homework Center.
- Community Foundation of Greater New Britain Citizenship classes \$1,500.
- The Annual Giving Campaign raised \$16,188.
- The Carolyn Aston Consolidated Fund of First Church of Christ donation was \$3,000.
- Stanley Seniors Charitable Foundation donated \$ 3,000.

	Budget FY 18-19	June FYE
<b>REVENUES</b>		
City Appropriation	3,025,000	3,025,024
State Grant	0	0
Desk receipts	20,000	17,565
Endowment	38,800	0
Gifts, grants, etc.	38,100	43,148
Interest	0	2,675
Sheehan Interest-computers	15,000	0
Borrowlt	3,852	3,217
NEH Grant Fund Income	5,400	0
Capital Improvement Funds	100,000	0
<b>TOTAL REVENUES</b>	<u>3,246,152</u>	<u>3,091,629</u>
<b>EXPENSES</b>		
Library Staff	1,795,000	1,697,176
Social Security	121,163	105,195
Medicare taxes	26,028	24,602
Employee insurance	430,000	345,037
Pension	103,300	76,632
Unemployment Compensation	0	0
<b>TOTAL PERSONNEL</b>	<u>2,475,491</u>	<u>2,248,642</u>
Audio Visual	57,000	54,268
Books	139,500	150,752
Microfilm	1,000	754
Periodicals	20,000	14,830
Realia	750	773
Software	2,750	2,306
On-line services	30,000	29,100
<b>TOTAL MATERIALS</b>	<u>251,000</u>	<u>252,784</u>
Building Improvements	100,000	47,106
Professional/contracted fees	14,000	12,169
Audit	14,000	12,750
Parking	3,600	4,660
Fuel and utilities	105,247	115,648
Equipment & furniture	8,000	6,846
Maintenance Contracts, etc.	46,500	59,388
Computers	9,400	3,887
Insurance	41,000	40,540
Library Supplies	18,000	11,415
Postage/Printing/Advertising	8,000	7,984
Building maintenance supls.	15,000	12,468
Security	35,000	38,021
Telephone	10,000	10,016
Automation system	64,915	64,915
Legal Fees	1,000	499
Travel	2,000	1,585
Training/conferences/etc.	4,500	5,663
Programming	15,000	16,478
Institutional dues	1,500	1,750
Educational Reimbursement	3,000	0
<b>OPERATING EXPENSES</b>	<u>519,662</u>	<u>473,788</u>
<b>TOTAL EXPENSES</b>	<u>3,246,153</u>	<u>2,975,214</u>

## **NEW BRITAIN PUBLIC LIBRARY STAFF**

### **ADMINISTRATION**

Patricia Rutkowski , Library Director  
Lisa Shaia, Assistant Director  
Christina Reis, Administrative Assistant  
Lisa Shank, Bookkeeper

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Vicki Aiudi  
Kristina Farina  
Seema Kumar  
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Chloe Santana  
Lucia Werkheiser  
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Joan Zakszewski  
Patryk Zysek

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Shakeim Cuttino  
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Vivian Torres  
Stephen Woshinsky

### **MAINTENANCE**

Todd Amoroso  
Ernesto Baez  
Thomas Dumais

# The many faces of literacy .....





# Annual Report 2018-2019 New Britain Youth Museum & Hungerford Nature Center



New Britain Youth Museum  
30 High Street  
New Britain, CT 06051  
860-225-3020

Hungerford Nature Center  
191 Farmington Avenue  
Kensington, CT 06037  
860-827-9064

Making a good first  
impression counts. That's  
what we have been striving  
for all year. "To improve is  
to change; to be perfect is  
to change often."  
*-Winston Churchill*

# A Year of Change!

Dear Friends,

As you read this year's annual report, we hope you will share our pride. During the past year, we made tremendous progress towards our goal of becoming one of the region's leading Environmental Education Centers and Children's Museums in Connecticut. Now in our sixth decade of service to New Britain, Berlin, and the communities throughout central Connecticut, we stand on the threshold of a new phase in the life of the New Britain Youth Museum and Hungerford Nature Center.

This past year, our unofficial theme has been "Time for a Change." After much planning, phase one of a strategic plan developed by the Board, staff and volunteers went into action. Our goals were ambitious. However, change creates the excitement needed to build energy and momentum. It promotes the creativity and innovation that are necessary for improvement.

Capitalizing on the tremendous opportunities at both the Nature Center and Youth Museum, our visitors are already seeing growth. The nature center's indoor exhibit room has been reenergized with new educational and interactive exhibits. Families with young children can spend hours playing and learning in the new "environmental education" playground. Hundreds of volunteer hours have transformed our trails into a delightful and educational walk through the woods. The public enjoyed new and innovative programs designed to educate and entertain. Students from throughout central Connecticut participated in curriculum-based programs at their schools and visits to the nature center or museum. The Youth Museum in downtown New Britain hosted two new exhibits and saw an increase in attendance. These are just some of the highlights you will read about in this annual report.

We are extremely grateful for the continued financial support of the City of New Britain. Local foundations such as the American Savings Foundation, Community Foundation of Greater New Britain, and the Marjorie Moore Foundation made possible many of the changes. We deeply valued the in-kind donations and services from many local businesses and corporations throughout the year. In addition, we are thankful to the thousands of individuals and families that visit and participate in our programs, become members, and make generous donations.

This is just the beginning. A great future is ahead and we look forward to this new journey. Please join us as we transform the New Britain Youth Museum and Hungerford Nature Center into one of the premier museums and nature centers in Connecticut.



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Executive Director  
New Britain Youth Museum &  
Hungerford Nature Center

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Rusty Spence  
Donna Veach  
Elizabeth Watt

Intern: Luis Chavez



NEW BRITAIN YOUTH MUSEUM  
STATEMENT OF FINANCIAL POSITION  
JUNE 30, 2019

ASSETS

CURRENT ASSETS

Cash and cash equivalents	\$ 53,745	
Investments	310,999	
Inventory	<u>449</u>	
 Total Current Assets		 365,193

PROPERTY AND EQUIPMENT

Building improvements	123,688	
Furniture and equipment	<u>136,979</u>	
	260,667	
Less accumulated depreciation	( <u>237,537</u> )	
 Total Property and Equipment		 <u>23,130</u>

Total Assets \$388,323

NEW BRITAIN YOUTH MUSEUM  
STATEMENT OF FINANCIAL POSITION  
JUNE 30, 2019

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Amounts due to related party	\$ 914	
Accounts payable	1,052	
Accrued taxes and expenses	<u>19,566</u>	
 Total Current Liabilities		 21,532

NET ASSETS

Unrestricted net assets		
Unrestricted net assets	( 3,705 )	
Board designated net assets	<u>21,642</u>	
 Total Unrestricted Net Assets	 17,937	

Temporarily restricted net assets	<u>348,854</u>	
 Total Net Assets		 <u>366,791</u>

Total Liabilities and Net Assets \$388,323

NEW BRITAIN YOUTH MUSEUM  
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS  
FOR THE YEAR ENDED JUNE 30, 2019

	UNRESTRICTED	TEMPORARILY RESTRICTED	TOTAL
<b>SUPPORT AND REVENUES</b>			
City of New Britain	\$362,000	\$ ---	\$362,000
Contributions	13,497	---	13,497
Grants	---	16,760	16,760
Program income	87,261	---	87,261
Memberships	6,545	---	6,545
Gift shop sales	1,739	---	1,739
Special events	14,294	---	14,294
Investment income	---	31,779	31,779
Gain on investments	---	1,807	1,807
Net assets released from restrictions	<u>44,689</u>	( <u>44,689</u> )	<u>---</u>
 Total Support and Revenues	 <u>530,025</u>	 <u>5,657</u>	 <u>535,682</u>
<b>EXPENDITURES</b>			
Program services	313,183	---	313,183
Management and general	160,520	---	160,520
Unrealized loss on investments	<u>---</u>	<u>18,124</u>	<u>18,124</u>
 Total Expenditures	 <u>473,703</u>	 <u>18,124</u>	 <u>491,827</u>
 Increase in Net Assets	 56,322	 ( 12,467 )	 43,855
Net Assets at Beginning of Year	( <u>38,385</u> )	<u>361,321</u>	<u>322,936</u>
 Net Assets at End of Year	 <u>\$ 17,937</u>	 <u>\$348,854</u>	 <u>\$366,791</u>

Un-Audited Financial Statements-Prepared by Frank D. Marrocco, CPA

## Programs

### New Britain Youth Museum

We continue to offer our Meet, Greet and Read Program. Each week preschoolers meet an animal from the nature center, read a storybook about that animal, and make a fun craft. The Sisters In Science Afterschool program, funded by the American Savings Foundation, continued for the 8th year at DiLoreto school. The program increases middle school girls' interest in pursuing science, technology, engineering and math (STEM) careers.

At the Museum, we curated two new exhibits. First, a marvelous "Circus Experience," followed by "Doll Culture" which features some of our vast collection of dolls.

### Hungerford Park

The Hungerford staff provided both off-site and in-house animal and science programs for students in Berlin and New Britain and throughout central Connecticut. The Marjorie Moore Foundation funded an outdoor interactive educational playground. The Greater New Britain Community Foundation provided funding for all the first grade classes in Berlin for a visit to Hungerford, a classroom visit, and a family engagement membership. Berlin's afterschool Sister's In Science program continued at McGee Middle School, funded in part by Berlin Youth Services and the Ryan T. Lee Foundation.

### Animal Care Volunteers

We continue to partner with various groups and organizations that assist with animal care. Among them are MARC, New Britain High School's STP program, Southington Agricultural Science and Technology Department. The Interact Clubs of Berlin and New Britain High Schools, along with the New Britain High School Science Club assist in many of our special events.

### Adult Volunteers

Once again volunteers from XL Insurance came out to Hungerford during their Global Day of Giving. Their outdoor projects improved the trails, garden, and animal enclosures. Our auxillary members and Board continue to be the backbone of our volunteer efforts.

### Special Events

Monthly special events include classics such as Pasta Night, Maple Sugaring & Pancake Breakfast, Eggstravaganza Easter Egg Hunt, and Annual Auction. We launched new events including Paint Nights led by Paul Baylock, Owl Prowl, Wine In the Woods, Beer in the Woods, Ice Cream Social, Pancakes with the Animals, and cooking classes (Ravioli Workshop, Grilled Pizza Class). We have many more planned for this upcoming year.

### Facility Improvements

Visitors to the Nature Center and Youth Museum are seeing improvements both inside and out. The Nature Center has been painted, our pavilion has a new cement floor, the exteriors were power-washed, and even the parking lot was recently refinished. The expanded playground includes more fun, educational, hands-on activities. The animals are happier in their new exhibit homes, and the pond is cleaner and healthier, without chemicals, thanks to our new fountain. New exhibits have the average visitor staying longer and frequently commenting that they look forward to coming back.

### Membership

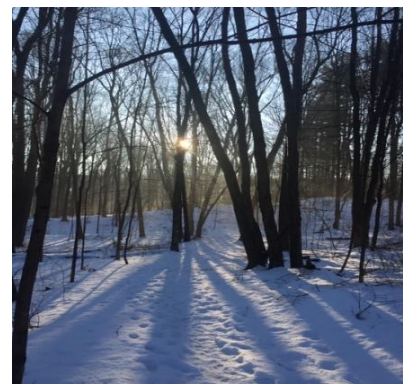
Our membership is growing, and we have added exciting new benefits. In addition to free admission and benefits at our two locations, family members can now visit over 180 nature centers and 300 gardens across the country. Family Plus members receive free admission at over 1,100 additional local and national museums.



Liz & the Bee Mascot



Wilma with our summer intern, Jordan



Hungerford Trails Winter 2018



## Donors & Supporters

### Foundation/Corporation/Organizational Donors

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Dave Alkas  
Alliance Graphics  
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Arts Commission of New Britain  
Berlin Childrens Fund  
Berlin Farmers Market  
Berlin Kiwanis  
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Farmington Savings Foundation  
Firefly Hollow Brewing  
Greater Hartford Arts Council  
Home Depot  
Andy Hrubiec  
Lowe's Home Improvement  
Marjorie Moore Charitable Foundation  
Greater New Britain Arts Alliance  
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### Annual Donors

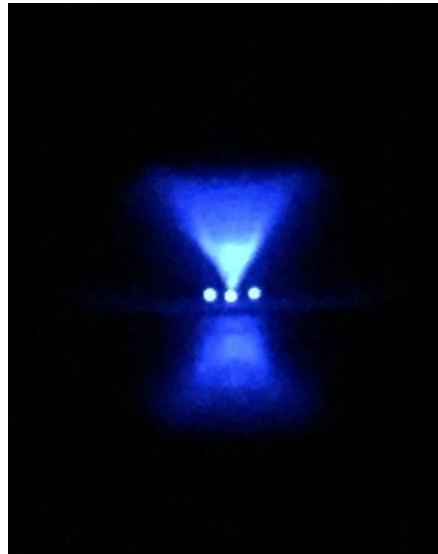
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Special Thanks to all our Donors and Supporters.....our sincere apologies if we have missed anyone

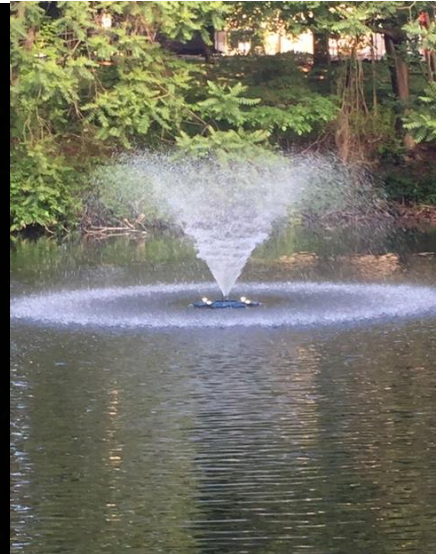
Some new additions to our facility in the past year...



Our new ferret's ball pen play area!



Our new fountain is not only beautiful, but also aerates the pond, helping keep algae under control without chemicals.



New interactive Lego exhibit scales the wall at Hungerford!



Environmental Playground



Perennial flowers grace the edges of our new Sensory and Vegetable Gardens.



Resurfacing of the Kiwanis Shed donated by our friends at Tilcon!



Our new deck surrounds the Nature Lab thanks to Mayor Stewart and the City of New Britain!



# NEW BRITAIN **INDUSTRIAL** **MUSEUM**

## ANNUAL REPORT 2019

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NEW BRITAIN INSTITUTE  
ANNUAL MEETING

OCTOBER 24, 2019

# 2019 OVERVIEW

It has been another active year for the New Britain Industrial Museum. We have hosted more than 1,000 visitors (including group tours and outreach programs), logged 3,000 volunteer hours, and developed five new educational outreach programs. More importantly, we have designed new ways to connect the public with our mission.

Kicking off the Fall Annual Appeal season, the Museum took part in Giving Tuesday for the first time in November 2018. The social media-driven campaign raised \$600 to support the organization's efforts, and revived its social media presence.

Dovetailing with a Capacity Building Mini-Grant provided by the Community Foundation of Greater New Britain, the New Britain Industrial Museum's Facebook and Instagram presences have taken on new lives. The Capacity Building Grant was used to conduct a communications assessment with consultants from Danosky & Associates. Their recommendations guided the Museum to use low-cost, high-impact means to reach new audiences, including attracting future visitors and gift-givers. To continue the successful grant fervor, the Museum applied for and received three grants in 2019 to produce new programs that will lead to new streams of revenue.

Community partnerships with Central Connecticut State University and the New Britain Museum of American Art are being strengthened, giving our museum the chance to tap into new audiences and expand programming.

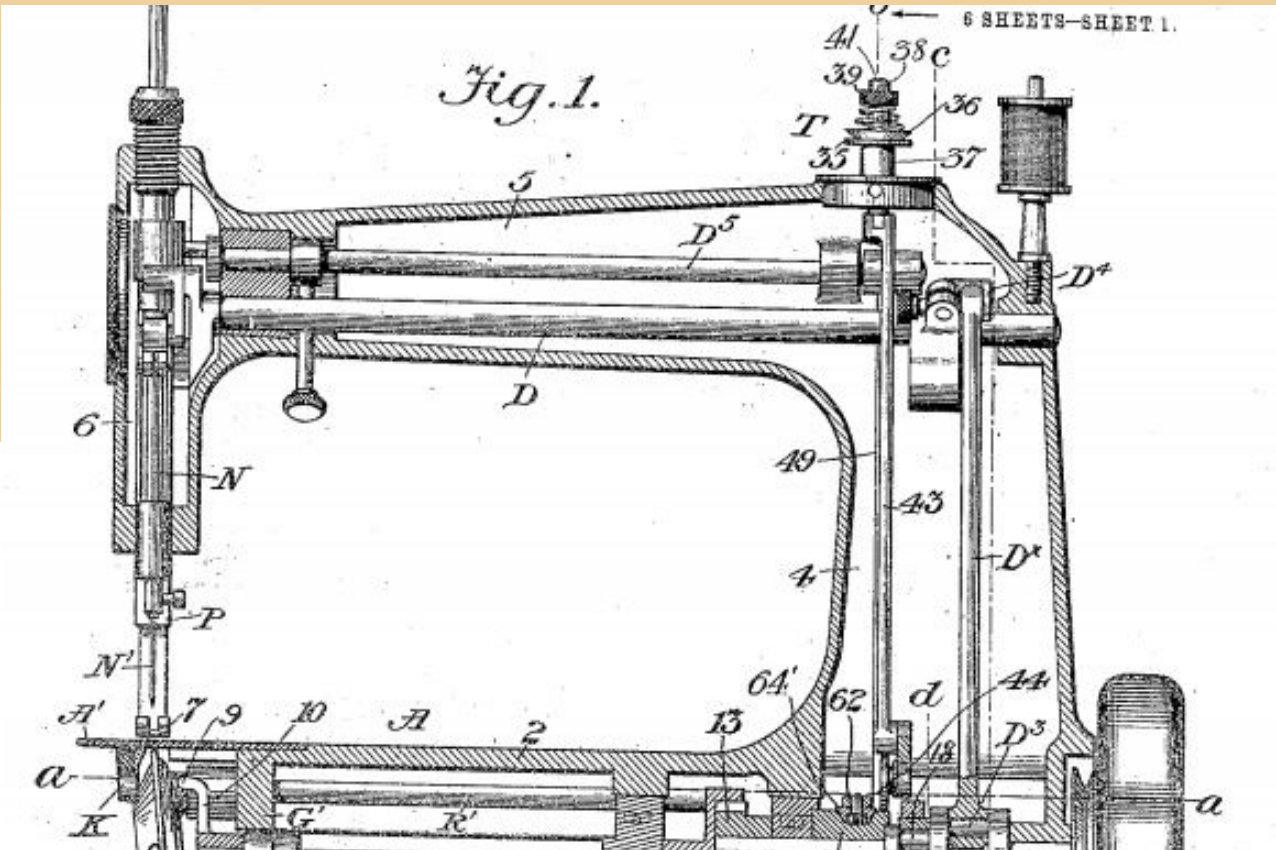
2019 has been a great year for finding new partners within the community; the Museum is ready to continue these relationships in 2020 (our 25th anniversary) and beyond.

**During the 2018/19 Fiscal Year, the Museum hosted 757 visitors (not including group tours) and raised \$4,039.24 in admissions and merchandise sales.**





# GRANTS RECEIVED IN 2019 FOR UPCOMING PROJECTS



## Community Foundation of Greater New Britain

The CFGNB provided a \$2,950 grant to develop a new education outreach program that will be able to travel to classrooms in and around New Britain. It will introduce students to key innovations developed in New Britain, ask students what problems they want to solve (which usually results in hearing their least favorite chore), and has them design the solution. One catch: they must use at least one of the six simple machines (pulley, screw, incline plane, wedge, lever, or wheel and axel) in their design.

## Connecticut Humanities

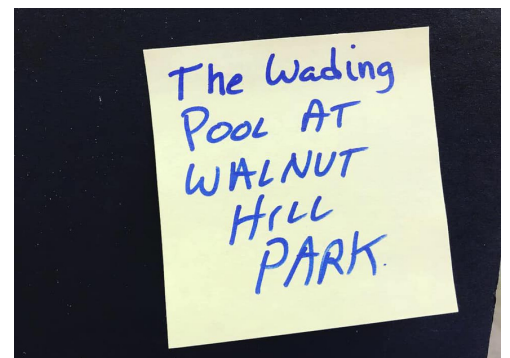
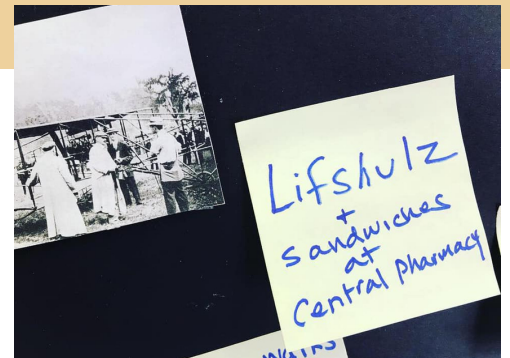
Connecticut Humanities granted \$4,500 in May 2019 to the Museum to develop a new traveling exhibit, *Interwoven: New Britain's Textile Industry*. Opening in November 2019, the exhibit will focus on the textile manufacturers, producers of personal hardware, and makers of machines and machine tools that made the textile industry operate throughout the country. After its 6-month run at the Museum, it will travel to new community partners' locations, exposing new audiences to a significant part of New Britain's industrial history.

## New Britain Arts Commission

A generous \$3,000 grant from the New Britain Arts Commission will allow the Museum to develop new marketing materials to reach a broader swath of New Britain's population. It will be put toward re-designing the brochure. Additional uses will be translating marketing materials and the tour narrative into multiple languages, including Spanish and Polish.

**Each of these grants focuses on engaging new audiences and making New Britain's history relevant to all.**

# NEW BRITAIN MEMORIES: PHOTO EXHIBIT



A photo exhibit (New Britain Memories) featuring rarely-seen images from the archives opened in February 2019. This small exhibit gave visitors a rounded sense of New Britain life, invited guests to share their memories, and find details in carefully-selected photos in the show. The exhibit opening raised \$500 for the Museum's efforts.

# NEW TO THE COLLECTION

The New Britain Industrial Museum's mission is to collect, preserve and exhibit to the general public examples of industrial artifacts representative of the ingenuity and creativeness of generations of Hardware City people in a continuing effort both to cultivate awareness of their past productivity and to inspire future industrial accomplishment.

Some notable additions to the Museum's collection in 2019 include:

- New Britain Machine double-blow saw clamp
- Corbin key cutting machine
- Fafnir performance medallions
- Landers, Fray & Clark (Universal) all-in-one breakfast cooker, including egg cooker, bacon tray, and toaster
- WWII Military Uniforms worn by New Britain soldiers
- Souvenir plate from The Palace Theater, given away to Monday-night movie-goers



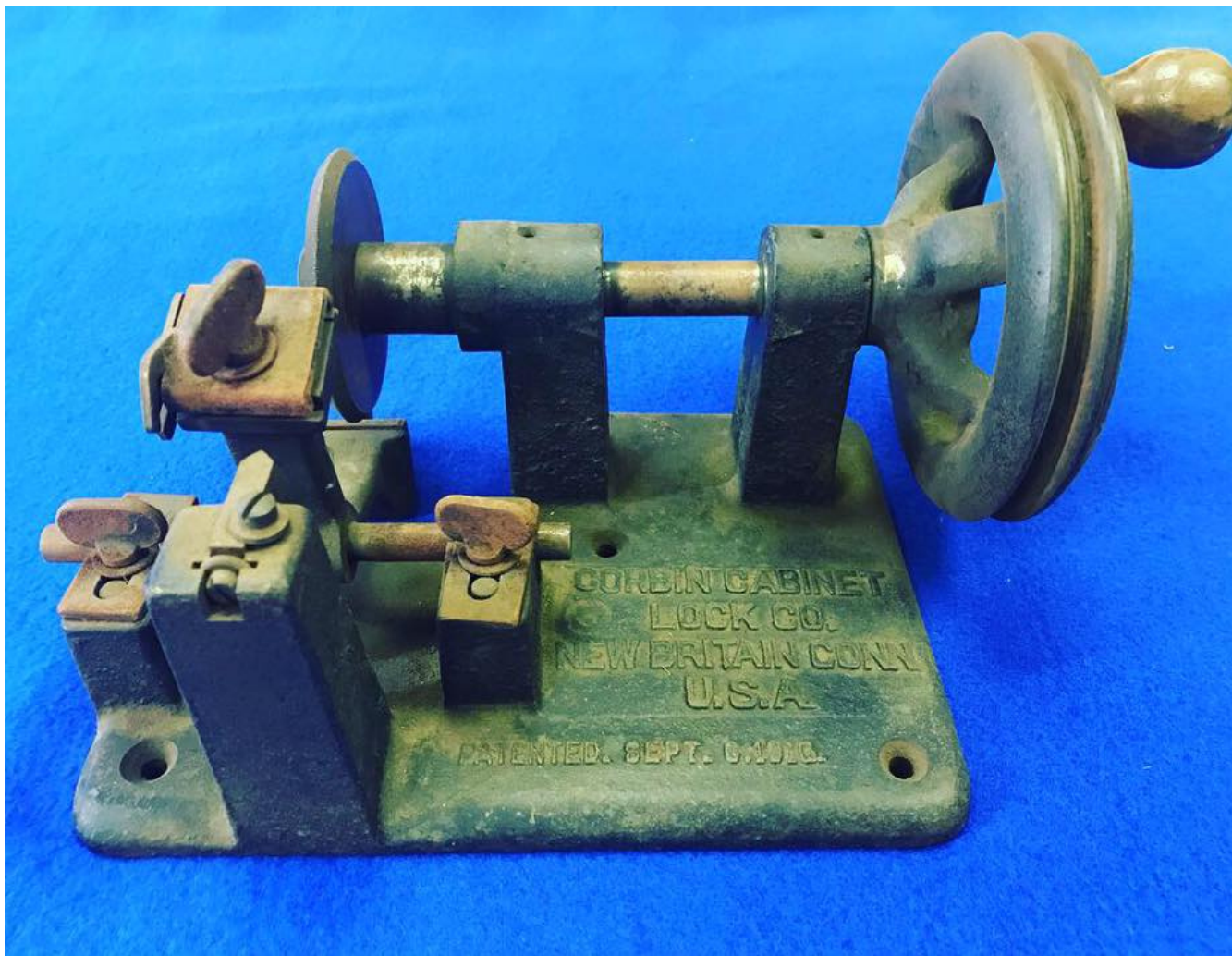
**The Museum also raised funds to preserve pieces from the collection. A painting, possibly of Shuttle Meadow Country Club, will be cleaned and lightly restored. (pictured above)**

#### **Collections Managers:**

Randall Judd

Roger Thorin

Riza Brown



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Veley, Esther  
Warda, Barbara

# MEMORIAL & HONORARY GIFTS

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## Memorial Gifts

In Memory of Donald Harris | Mrs. Beverly Harris  
In Memory of Edmund Noyes | Mr. & Mrs. William Noyes  
In Memory of Edwin R. Bullock | Dr. J. Fenton Williams  
In Memory of Elsie & Warren Kingsbury | Mr. & Mrs. Lee Chase | Mr. & Mrs. Patrick Martin | Ms. Wendy Kingsbury | Mr. & Mrs. William N Wixon | The Kiwanis Club of Berlin | Mr. & Mrs. Loren Dickinson | Mr. & Mrs. Arthur A. Palmunen | Mr. & Mrs. Richard Wilcox  
In Memory of Emedy Tanguay | Mr. Brian Tanguay  
In Memory of Eugene Dyson | Mr. & Mrs. Henry Dyson  
In Memory of Francis W. Siton | Ms. Virginia Fay Siton  
In Memory of Frank & Barbara Black | Ms. Nancy B. Leonard  
In Memory of Fred Menditto | Ms. Rose Kochanowsky  
In Memory of Frederick Elia | Ms. Elizabeth Elia  
In Memory of Ged&Harris Parsons | Mr. & Mrs. Robert Boody | Marfie and Joe Lavendier  
In Memory of George C. Paris | Mr. and Mrs. William P. Paris  
In Memory of Harry Armstrong, Jr. | Ms. Francesca Moran  
In Memory of Helen & John Gworek | Ms. Barbara A. Monkiewicz  
In Memory of Helen Karabin | Mr. Lucas B. Karabin  
In Memory of Horace B. Van Dorn | Mr. & Mrs. Carl Johnson | Ms. Katherine M. Hayden  
In Memory of J.B.&Lil Beach | Ms. Justine Beach de Cruz  
In Memory of John Eza | Ms. Alfreda Ahl  
In Memory of John Farquharson | Carolyn Farquharson  
In Memory of John Kovalauskas | Ms. Julie Hulten  
In Memory of John Napieracz | Ms. Beverly Napieracz  
In Memory of John Napieracz | Ms. Jane Napieracz  
In Memory of John P. Amodio | Mr. & Mrs. Randall Judd  
In Memory of Lawrence Brautigam | Amie Brautigam  
In Memory of Leo M. Edward Fagan, H. Hauck | Mr. & Mrs. Lawrence J. Fagan  
In Memory of M&M Madrak | Mr. William R. Madrak  
In Memory of Members of the Anspach Family | Mr. & Mrs. Russell R. Anspach  
In Memory of Olga Matulis & Antonette | Mr. & Mrs. Albert Ravagnani  
In Memory of Ossie & Anna Hoffman | Mr. Mark Hoffman  
In Memory of Paul Winkler | Mrs. Joan Dalburg  
In Memory of Ray Venberg | Mr. William Venberg  
In Memory of Raymond & Lillian B. Hinchcliffe | Ms. Alice Hinchcliffe  
In Memory of Ronald R. Boehm | Mrs. Ronald R Boehm  
In Memory of Sarkis Azarigian | Ms. Mary Omartian  
In Memory of Sgt. William Coyle | Mr. & Mrs. Roger Coyle  
In Memory of Steven & Gregory Yanchak | Mr. William Yanchak  
In Memory of Ted Zupa | Mrs. Ted Zupa  
In Memory of the Corbins | Ms. Georgiana Ferree Aschenbach

## Honorary Gifts

In Honor of Alfred DeSimone | Ms. Lana DeSimone Ogradnik  
In Honor of Carl Johnson | Mrs. Virginia Perruccio  
In Honor of Family Who Worked in New Britain | Ms. Patricia Mele  
In Honor of Jennifer, Hayley & Michael | Mr. & Mrs. William Petit Jr.  
In Honor of John C. Cairns | Mr. David McQuillan  
In Honor of John Eza | Ms. Alfreda Ahl  
In Honor of John Koval | Ms. Julie Hulten  
In Honor of John N. Stanley N. Giove | Ms. Beverly Napieracz  
In Honor of Josephine Marino | Ms. Carolyn Daigle  
In Honor of Karen Hudkins | Mrs. Louise Belkin  
In Honor of Lancelot P. Coulter, Jr. | Mr. & Mrs. James Price Jr.  
In Honor of Lester Kochanowsky | Mrs. Genevieve Kochanowsky  
In Honor of Louis & Ada Amodio | Mr. & Mrs. Gerry Amodio, Jr.  
In Honor of Margery Chase | Ms. Karen W Hudkins  
In Honor of Mary Calcinari | Mr. & Mrs. Laurence Reed  
In Honor of Mr. & Mrs. John J. Cworek | Ms. Barbara A. Monkiewicz  
In Honor of Ray Venberg || Susan Venberg and Robert Mathis  
In Honor of Reed Rathgeber | Susan and John Rathgeber  
In Honor of Sonia M Savona | Mrs. Wanda C Savona  
In Honor of Ted & Nancy Johnson | Ms. Lindsey Johnson & Mr. John Suddarth  
In Honor of the O'Brien & Meotti families | Mrs. Margaret O'Brien Meotti  
In Honor of The Pawluck Family | Mr. & Mrs. Lucian Pawlak

## Members Continued:

### Student/Senior

Beach de Cruz, Justine  
Cantor, Dorothy  
Carillo, Carol  
Carillo, Charles P.  
Carlson, Sandra  
Cota, Lee  
Gaffney, Patrick  
Gordona, Louise  
Gramitt, Thomas E  
Dr.Graswald, Richard  
Gross, Judith  
Gryk, Henry  
Hoffman, Mark  
Hulten, Julie  
Klein, Ann  
Kulak, Andrea & Gene  
Kulak, Eugene  
Ladouceur, Leo Joseph  
Lech, Donald  
Madrak, Janice  
Madrak, Richard J & Janice G  
Morey, Richard  
Moss, Dorothy  
Nelson, Allen  
Richter, William  
Rogers, Donald W.  
Roth, Diane  
Sherman, David  
Sistrand, Andrew  
Stub, Lorraine  
Tedeschi, Anthony  
Whittaker, Carol

Thanks to Tour Guides and Program Volunteers:

Bill Paris  
Roger Thorin  
Allen Nelson  
Justine Beach de Cruz  
Margery Chase  
Randy Judd  
Andrea Kulak  
Julie Dyson

In November 2018, the Museum hired Sophie Huget as the new Executive Director. Sophie is a museum professional who has held various positions at the Noah Webster House & West Hartford Historical Society, the Mark Twain House & Museum, and the Harriet Beecher Stowe Center. Her responsibilities have included managing The Connecticut Spelling Bee in Noah Webster's hometown of West Hartford and preparing the 1871 Harriet Beecher Stowe House for an extensive restoration project. She holds a B.A. in Art History from the University of Maryland, College Park. A Connecticut native, she currently lives in West Hartford.

Volunteer Trip to Assa Abloy, March 2019



Allen Nelson  
Volunteer of the Year 2019

Amanda King  
Spring Intern from CCSU

The Museum would like to thank Randall Judd for his continued service. While the search for a new Executive Director was underway, Randy stepped up to serve as Board Chairman *and* Interim Executive Director. He held the doors open to hundreds of visitors, accepted vital pieces of New Britain's industrial history into the collection, and supervised new research projects. We are grateful he is still on the Board of Directors as Treasurer and helping manage the Museum's collection.



**Board**

Jonathan Scott, Chairman  
Stephen Mangan, Vice Chairman  
Randall Judd, Treasurer  
Frank Bradley, Secretary  
Mallory Howard, Director  
Craig Nolan, Director  
Reed Rathgeber, Director

# STAFF, BOARD & VOLUNTEERS