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**MANSFIELD PUBLIC LIBRARY
Board of Trustees Meeting, March 8, 2023**

Attendance: Nancy Breef-Pilz, Jean Mallon, Deborah Gordy, Kimberly Usselman, Leonard Epstein and Director Catherine Coyne. The meeting was called to order at 5:35 PM.

Secretary's report. The report for February, 2023 was reviewed and approved with minor corrections. Deborah and Kimberly abstained, not having been at the February meeting.

Treasurer's report. The report for February was reviewed and unanimously approved. Nancy noted that balances were down last month but still higher for the year.

Correspondence. There was no substantive correspondence but Catherine shared several "valentines" sent to the library from children.

Librarians reports. The librarians' reports were reviewed and highlights discussed. Nancy commented that the youth report was especially encouraging. The board discussed use of the meeting room. The COA routinely has control of the room in the mornings and the library needs to arrange morning usage in advance. Recently there were about 75 people in the library's teen space, which was very crowded and shows the significance of the library needing more space. There was a recommendation for allocating one or two mornings to the library, which could be addressed in the new strategic plan currently being prepared. Jean suggested a meeting with the COA director to try to negotiate some meeting room morning availability for the library. Catherine commented that Director Madrazo is very cooperative with the library and would likely be amenable to such a proposal.

OLD BUSINESS

Mission and Vision statements. The initial drafts of the two documents were unanimously approved.

Library history and profile. Catherine is continuing work on the library's history and profile, which will become part of the Town Profile. A few sections need clarification because of minor discrepancies. Adding the new policy of eliminating most late fines was suggested. Catherine noted the library currently has 15,945 active borrowers.

Strategic plan. The focus group meetings have been completed and Barbara Alevras is preparing a draft.

NEW BUSINESS

Director evaluation. After discussion it was agreed that the process used last year will be repeated and Jean plans to have forms ready for the April meeting. Debbie noted that seeing Catherine's self-evaluation would be helpful to ensure the board hasn't overlooked anything.

May meeting. Because of scheduling conflicts the meeting will be May 3d.

Professional development day. Catherine has scheduled a professional development day for all staff on April 12 from 10:00 to 12:00. The focus is planned to be teen behavior. Trustees are welcome. The library will open at 1:00 PM.

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Next meeting. April 12, 2023, 5:30 PM. The meeting was adjourned at 6:45 PM.

Leonard Epstein

Leonard Epstein, Secretary

The foregoing minutes were approved at the April 12, 2023 meeting of the Mansfield Board of Library Trustees.

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