

November 10th, 2022

5:30 PM

Mansfield Library Trustees Meeting

Present: Honey Hastings, Carter Sartell, Gretchen Whitcomb, Elizabeth Crooker, Camilla Lockwood,

I. Chair: Welcome and call to Order

- A. Camilla will act as a trustee for this meeting

II. Approval of Minutes

- A. Gretchen motions to approve minutes from October 13th, 2022 as written, Camilla seconds, all agreed.

III. In Memory of Connie Rinaldo, Mansfield Public Library Trustee

Connie served as a Mansfield Public Library trustee for over 10 years after first being elected in 2010. Most recently she was elected as the Library Trustee's Chair beginning in 2022 through the time of her death.

Recently Connie brought her granddaughter visiting from France to the children's storytime. It was a special experience for both of them to spend the morning at the library where Connie had devoted so much of her time over the past decade.

Connie brought her professional librarian skills to our small-town board from her career working at the Ernst Mayr Library and Archives of the Museum of Comparative Zoology at Harvard University. We are grateful for the contributions that she made as a library trustee and she will be greatly missed.

IV. Director's Report

- A.** We are officially in DINO-vember. We have a couple contests going and special displays set up. Our Nov. 4 storytime had a dinosaur theme and we will be hosting a dinosaur skeleton event on Tuesday, Nov. 15 at 6 p.m.
- B.** Halloween: We participated in trunk or treat on Sunday, Oct. 30. I took part in trick or treating at TES on Monday, Oct. 31. We had a dozen entries in our Halloween coloring contest.
- C.** Other November events:
 - 1. A Visit with Abraham Lincoln, Tuesday, Nov. 29 at 6:30 in the Town Hall
 - 2. Book Club, Thursday, Nov. 17 at 7 p.m.
- D.** December events
 - 1. Winter Bingo begins Dec. 1 – new adult card and a card for younger readers
 - 2. Needle Felting class, Tuesday, Dec. 6 at 7 p.m.
 - 3. Virtual Christmas event – registration required, bags will be ready by Dec. 8 and Santa will read a story via Facebook live on Dec. 10.
 - 4. Book Club, Thursday, Dec. 29 at 7 p.m.
- E.** Preschool Storytime
 - 1. We will meet on Nov. 18, Dec. 2, and Dec. 9 and then we will be on hiatus until Jan. 27. We've been fortunate that the weather cooperated all fall and we only had to be inside once due to rain.
- F.** Anniversary Fund Grant
 - 1. We have received the check for \$350 for the seed library and will begin making purchases for the program soon.
- G.** Weeding continues in the adult fiction room. We are more than halfway through.

- H. Circulation: Our circulation continues to be strong. We are back to pre-Covid numbers and have already surpassed 2019 (3,253) numbers. This year's circulation is at 3,720.

V. Treasurer's Report

- A. The balance for PDIP account is unchanged except for an increase in interest.
- B. A \$350 deposit for the anniversary fund grant and payment for a lost inter-library loan.

VI. Other Business

- A. Budget Finalization
1. The budget was discussed in detail and open items for the 2023 budget draft were addressed.
 2. The budget advisory committee wants to meet on December 14th
- B. Alternate trustee(s)
1. Honey will draft a call for volunteers and post it at the library and an email blast and/or social media.
 2. Honey will continue to chair the meetings for the foreseeable future.
- C. Library Director's Annual Performance Review
1. Gretchen motions to go into a non-public session at 7:00 PM to discuss personal, Cam seconds, all in favor.
 2. Cam motions to close the non-public session at 7:18, Carter seconds, all agreed.
- D. Fence
1. Cam has shared quotes for a fence around the green space outside. This could potentially be a warrant article for next year due to the expense and it being unclear whether it is library property or town property. Cam will talk to the select board about responsibility and follow-up at a future meeting.

VII. New Business

VIII. Date for next meeting: December 8th, 2022 at 5:30

IX. Adjourn

A. Honey motions to adjourn at 7:29, Gretchen seconds, all agreed