

**Nahant Public Library
Board of Trustees
December 1, 2020**

Board Members Present: Anne Spirn, Daniel Munnelly

Board Members Absent: Chris Stevens

Others Present: Sharon Hawkes, Carolyn Ziering, Tony Barletta – Town Administrator, Mark Cullinan - Selectman

Convened: 6:52 PM

Building. Sharon began with a PowerPoint illustrating the various steps in the terrace reconstruction. The terrace project was fully completed on November 22. The structure was dismantled, including the outer walls, and completely rebuilt with a new rainwater collection system. Everything retained the original look of the terrace, in keeping with its National Register status and state preservation restriction. Sharon and architect Richard Smith were especially pleased with the repointing of the brick outer walls and the retiling of the deck, using quarry tiles identical to the originals.

The roof repair has held up well, despite a strong storm on Nov. 22-23. The town and the insurance company are getting bids on the computer room ceiling, which was damaged by leaking water from the roof.

Mark Cullinan suggested a maintenance contract with a slate-roof company, grouping Nahant Public Library, Town Hall, and Ellingwood Chapel together for economy of scale.

Budget 2022. The Trustees have approved an increase in which all positions would be fully funded by the Library, including a professional Children's Librarian and the Reference and Adult Services Librarian (Carolyn's position). The budget represents a 12.5% (\$28,553.73) increase over FY2021. As the salary lines increase, so must the amount of the state-mandated materials budget (19.5% of the total library appropriation), some of which can be made up by technology purchases and other revenue sources. This proposed FY2022 budget still remains below 2% of the FY2021 total municipal budget.

Mark Cullinan said he would like to fully fund the Library if possible, but offered a possible compromise of working with the Johnson School on a joint-hire. Sharon suggested that the best-case scenario would be for the School to have a degreed School Librarian who knows the specific curricular needs of the students, while the Library's Children's Librarian would be more familiar with literature for the various age groups served. Sharon is happy to explore a partnership with the school, but stresses that any solution must be in the best interest of the students. Anne Spirn and Daniel Munnelly favored Mark's compromise as a means to get the hiring process underway sooner.

Director's Report.

Building Committee. The Committee met on Nov. 18 to review the work to date and consider next steps. The Committee voted to recommend to the Board of Trustees that repairs be made to the exterior gutters and flashing, to reduce interior moisture as per the architect's assessment. It was thought that other repairs might be thwarted if the water problem is not addressed first.

Sharon requested a Motion to adopt the Building Committee's recommendation and proceed with exterior repairs using available funds and requesting additional funds from CPC. Motion made by Daniel Munnelly, seconded by Anne Sprin, and Approved by a roll call vote:

Daniel Munnelly – Aye

Anne Sprin – Aye

Christmas break. Assuming nothing changes related to COVID, the Library will be open on Thursday, December 24, until 3:00 and reopen on Tuesday, December 29, closing again on New Year's Day.

Library services. The Library has completed Week 21 of limited opening to the public. Sharon recommends no changes at this time. The Library is compliant with Governor Baker's order of November 2 concerning a mask mandate and restricting the numbers of people that can gather.

COVID information services. The Library will be mounting a more concerted effort to make regular posts about COVID-19 on social media. Cases are on the rise once again, and Nahant is considered in the yellow, meaning 16-25 positive cases were recorded over the past two weeks. Nahant had 21 new positive cases as of Nov. 25. The town website records 93 cases as of Nov. 29.

MBLC, Small Library Pilot Project. Sharon has been watching as the MBLC reconfigures its building grant offerings. It recently launched a Small Library grant project. Unfortunately, it will be for new library construction in community populations of less than 1,000. Sharon will keep an eye out for new funding opportunities.

LSTA grant FY2022. Sharon will apply for a grant for the FY2021-22 fiscal year through the federal Library Services and Technology Act, administered by the Mass Board of Library Commissioners. The grant involves photographing, cataloging, and creating a brochure about the Library's art works.

kanopy. The Library introduced a new online collection of videos this week: "kanopy." Patrons can set up an account using their library card and view classic films, art films, family films, lecture series, and documentaries, as well as a selection of offerings for young children. The payment model is similar to that of hoopla, which charges the

Library a small fee for each use, so there is no waiting for a single copy to become available. Many of their films also include performance rights by the renting library, so we can use the collection for film series in the future.

Dementia Friendly Nahant project. Sharon received word that the Library's Dementia Friendly Nahant project will be included in a list of case studies and best practices compiled by the National Network of Libraries of Medicine as part of its *All of Us* Community Engagement Network Strategic Projects Development Report. The report includes nine projects nationwide.

Staff evaluations. Sharon submitted her self-evaluation to the Trustees for their annual review. She has also completed the evaluation for Carolyn. Sharon's evaluation was tabled until all Trustees are present.

Acceptance of the Minutes of October 20, 2020. Board President Chris Stevens requested a Motion for acceptance of the Minutes of October 20, 2020. Motion made by Anne Spirn, seconded by Daniel Munnelly, and Approved by roll call vote:

Daniel Munnelly – Aye

Anne Spirn – Aye

Adjourned: 7:45 PM