

**Nahant Public Library
Board of Trustees
September 28, 2021**

Board Members Present: Chris Stevens, Anne Spirn, Daniel Munnelly

Others Present: Sharon Hawkes, Carolyn Ziering

Convened: 6:30 PM

Acceptance of the Minutes of August 25, 2021. Board President Chris Stevens requested a Motion for acceptance of the Minutes of August 25, 2021. Motion made by Anne Spirn, seconded by Daniel Munnelly, and Approved by roll call vote:

Anne Spirn – Aye

Chris Stevens – Aye

Daniel Munnelly – Aye

Director's Report.

Fundraising. The Friends Building Fund has received \$1,000 from Tom Costin toward his total pledge of \$5,000.

Building. The draft Request for Proposals and other documentation was submitted to the Massachusetts Historical Commission by architect Richard Smith on August 31. There was a question from MHC as to whether the screens are original to the building (they are not), and they would like to see paint analysis on the paint color used on the window frames. A drone was deployed by Structures North on September 10 to help view some of the damaged flashing around gables that was hard to see. The final RFP will be submitted when town hall obtains more details about its section of the project.

Sharon will meet with the Town Accountant about the Library's capital needs as expressed in the Capital Projects worksheet.

Three air purifiers were given to the Library by the town, and they are installed.

Robert Barile and Jeffrey Zimmer will return to work on the grandfather clock on October 4.

ARIS Report for 2020-21. Please see the enclosed report. All in all, circulations were down significantly, as the number of people in the building during COVID-19 was limited and patrons were opting to stay away in the interest of safety. Circulations of online materials rose during the same period, but not enough to mitigate the downturn. Programs did well when they were recorded for later viewing or performed in June when they could be held outdoors. The primary drivers of program statistics were the "Nature in Nahant" programs at the elementary school and the summer music program.

Library/School collaboration. The School Committee voted on September 14 in favor of the collaboration. On September 22, Laura and Sharon met with Jessica Bombardier, Library Media Specialist at Swampscott Middle School to discuss methods and lesson plans. They are in the process of writing up a curriculum for a 12-week program.

Children's department. Laura reports that she ordered over 500 new books for the children and teen collections. She launched a new story stroll for September through October 16 at the library playground. She has begun story times on Tuesdays at 10:00 and Saturdays at noon, and Miss Kathy from Coordinated Family and Community Engagement began her story time on Thursdays at 10:00. Laura has also added a weekly drop-in craft in the children's room, which has brought in new families and is used as a springboard to introduce the books, games, learning backpacks, and other services that can be offered to families. She has been creating engaging posters and videos for social media to market her programs. All in all, it has created a good "vibe" and increased activity in the Children's Department.

Adult services. Carolyn reports she has freshened up the book collection offered at the Council on Aging, and will be overseeing its upkeep. She updated the Navigate Nahant flyer and publicized the service, which delivers titles to the homebound. She is also in contact with the charity, More Than Words, to try to dispose of book sale leftovers.

Super Book Sale. The Book Sale is finally put to rest, moving the leftover books upstairs. In the course of continuing the Sale on the first floor, the Friends earned over \$475 in additional funds. The leftovers should be picked up by More Than Words of Boston.

Nahant Reads Together. The Library will take a look at America's history of prejudice by reading a historical novel with a Nahant connection. *The Garden of Martyrs* by Michael C. White explores an early 19th century murder and the Catholic priest who intervenes on behalf of the accused. The priest, John Cheverus, the first Bishop of Boston, later gave books that helped create the first Nahant Public Library collection. Activities will include viewing portions of an opera made from the story on October 16 and visiting with the author on October 21.

Indie Author Day. A day to celebrate local and independent authors returns on Saturday, November 13, when authors and readers come together to share and purchase new works. As of this week, seven authors have agreed to participate, including Nahant locals Terrence Murphy and David Liscio. The event will begin at 4:00.

Connections Memory Café. The Council on Aging has received a grant to support the continuation of the Café, and the Residence at Vinnin Square has offered to continue delivering baked goods for the participants. The next Café will be held on October 14.

Nature in Nahant. The two-year Nature in Nahant grant project ends this month. The project had 478 attendances at its various programs, despite COVID, and engaged additional numbers through its local cable program and exhibits. Enduring features of the

project include the digital images on hard drive and on Digital Commonwealth, improved housing for the herbarium, and a time capsule collection of news articles, documents, and artifacts from the effort to preserve East Point. Sharon will write up a final report on the project in October.

Artifacts in Your Library. The Library goes right into its next grant-funded project, Artifacts in Your Library. In October, Sharon will be assigning unique numbers to each of the artworks and Robert Wilson will be in to begin photographing the works.

Project Coyote. Four dozen whistles have been distributed from the Library to residents, purchased by the town. Two dozen more were purchased by the Library for distribution, and those have also gone out.

New Business.

COVID-19. In order for the Library to fully line up its policies with the School's, helping to keep students safe, Sharon is asking the Trustees to modify the current COVID policy to make masking inside the library building mandatory for anyone ages 3 and up.

Sharon requested a Motion to update the Library's policy to make masks mandatory for anyone age 3 and above. Motion made by Anne Spirn, seconded by Chris Stevens, and Approved by roll call vote:

Anne Spirn – Aye
Chris Stevens – Aye
Daniel Munnelly – Aye

Draft Budget FY2023. Sharon reviewed the draft budget with the Trustees. The budget is a 2.19% increase over the current fiscal year. It includes a 2% increase to salaries for full-time staff and accounts for an increase in minimum wage which applies to the Page position. It also more accurately apportions money for utilities. The Trustees thought that the draft budget was very lean and suggested asking for a 3% raise for full-time staff in alignment with the unionized custodian.

Other. The Trustees were eager to make use of the police sign to advertise our new hours and other library events. Anne Spirn was thrilled with Sharon's work on the Tree project and would be happy to consult as needed.

Adjourned: 7:06 PM