

**Nahant Public Library
Board of Trustees
December 21, 2021**

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

Board Members Absent:

Others Present: Sharon Hawkes, Carolyn Ziering

Convened: 6:33 PM

Acceptance of the Minutes of November 16, 2021. Daniel Munnelly made a Motion for acceptance of the Minutes as amended of November 16, 2021. Motion seconded by Anne Spirn, and Approved by roll call vote:

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

Director’s Report.

Building. Bidding on the subcontracts was opened on Thursday, December 2, with eight bidders submitting. Unfortunately, there was only one bidder on the roofing bid, and it does not necessarily have to be accepted. It is thought that the DCAMM (Division of Capital Asset Management and Maintenance) certification requirement may have deterred some bids, while it is also thought that roofers currently have plenty of work. Both Architect Richard Smith and Procurement Officer Mary Ellen Schumann consulted with the Attorney General’s office on how to proceed. They were told to issue an allowance figure in the amount of the single bid (which a quick consult with Lamarre Construction indicated was a fair figure), and that the general contractors would incorporate that figure into their bids. DCAMM certification will also be waived, though successful bids will still need to show proof of experience with historic buildings. Changing the general contract bid request will involve re-advertising the bid and setting the opening of the general bids in January.

Fundraising. With additional gifts this past month, donations to the Friends of the Nahant Public Library in honor of Calantha Sears’ 100th birthday now total \$950 (of those gifts that came to the Library). Sales of Library logo mugs are close to \$400 at the November Crafts’ Fair and at the library desk. Individual gifts totaled \$9,480 and \$355 was pledged via Facebook. Note that these are gifts that were received at the Library, so there were most likely additional gifts sent directly to the Friends’ mailbox.

Budget 2023. The Board-approved Library budget recommendation for the next fiscal year was submitted to the Town Accountant on December 2. Meetings to review the budget request will begin next month.

Clock. Robert Barile and Jeffrey Zimmer are recommending that the grandfather clock be fully repaired and cleaned to ensure long term function. This involves completely disassembling the mechanism, cleaning all parts, bushing worn pivot holes, and performing any other operations or adjustments needed. They recommended Chris Casey of [Watertown Watch and Clock](#) to do this job. An approximate estimate from Chris for doing this work is \$2,500.00.

State Funding. The Mass Board of Library Commissioners announced that the Library retains its status as a certified public library, and will receive an initial State Aid payment of \$2,409.03 in the next few weeks, with a second payment in March or early April. The list of certified libraries is online at https://mblc.state.ma.us/programs-and-support/state-aid-and-arls/files/awards/award_list_dec.pdf

Library website. Work continues on the new website. Sharon has provided the Trustees with a link to the website in development. It could use a paragraph about the Trustees on its Trustees Page. Carolyn is working to update the Policy Manual on the new website. The Friends are also working to update their information, which will include the use of the new fundraising logo and an online payment option.

Library hours. In tandem with town hall and the elementary school, the Library will be closed on Friday, December 24 and Saturday, December 25 for the Christmas holiday, and then Friday, December 31 and Saturday, January 1 for New Year's.

Children's department. The weekly craft table continues with December craft ideas. Coordinated Family and Community Engagement (CFCE) will hold its next story time on December 23. Classes at Johnson Elementary School will begin on Wednesday, January 19.

Brattle Book Roadshow. Ken Gloss of the Brattle Book Shop held an online Roadshow for books on Thursday Dec. 16, 2021 at 6:30 via Zoom. The program has been uploaded to YouTube at <https://www.youtube.com/watch?v=317R7nqs9sI>

Connections Memory Café. The Memory Cafe Committee decided to put the program on hold through the winter months, due to COVID and low attendance. They will begin planning again in March with a view to an April reopening.

Story Stroll. A new Story Stroll was installed yesterday, anticipating what can be found above or below the snow. There is no snow yet, but there will be!

State bill H.2937. Sharon called the Trustees' attention to a bill that has a hearing on December 22. This simple piece of legislation would solve a problem that has plagued Friends groups and nonprofit libraries across the Commonwealth: that anything sold by such groups should be charging sales tax and sending it to the state. With many of these groups as small as they are, it is often an undue burden for the very small amounts of tax that would be collected. At the same time, these small amounts in revenue are vital to

public libraries, including Nahant's. Sharon recommended that the Board write Representative Capano and Senator Crighton in favor of this bill.

Adjourned: 6:59 PM