Nahant Public Library
Board of Trustees
September 15, 2026

Board Members Present: Anne Spirn, Linda Jenkins, Anne Bromer

Others Present: Nori Morganstein, Carolyn Ziering

Convened: 5:01 PM

Acceptance of the Minutes of August 25, 2026. Board President Anne Spirn requested a Motion for acceptance of the Minutes of August 25, 2026. Motion made by Linda Jenkins, seconded by Anne Bromer and Approved unanimously.

Director's Report.

Finances. Nori began working on the Financial Report to submit to the state by end of September.

Grants. Nori is working on the second statistical report to send about technology use for the Connected and Online technology grant awarded at end of FY2026. Nori is beginning to work on Cultural Council grants (due in October).

Outreach and meetings. Nori came in for the metal bookmark workshop on Thursday 9/3, when she was on vacation. Nori attended the Advisory and Finance Committee meeting at Town hall on Wednesday 9/9. Nori met with Tess and Alison (Town Administrator) on Thursday 9/10 to discuss the fall festival. Nori gave Tess a tour of the library with talking points about the library. Nori also met with Richard on 9/10 to go over the final plaster/painting work. Nori met with Freegal Music on Friday 9/11 to discuss usage so far and ways to promote it more.

Safety. From 8/29 – 9/1 the library had no fire protection in place. The alarm was not working. The alarm is the only source of fire safety for the building. The alarm company (as mentioned in Building Report) fixed things on 9/1. Not only was there no fire safety for four days, but there was only one workable door (point of egress) at that time.

Staff/Personnel. Raegan, the Children's Librarian left work, sick on Tuesday 9/8. Joanne was also sick. And Nori was on her last day of vacation. Carolyn would have been alone for over 6 hours. So, Nori told Carolyn to close early. No staff-person should be alone that long. It is not safe. Nori has been researching what other libraries do. On-call substitutes are common. See attached job description and job ad that Nori hopes to post soon. The salary was confirmed with Alison. Raegan will be off soon for maternity leave and it would benefit the library greatly to have someone on call.

Friends The Friends began boxing the books for the large book sale on Friday 8/21 and have been coming in at least once a week to work on packing the books. The last Market

by the Sea was Saturday 9/12. The Friends have been helping the library with PR for the book sale and the upcoming campaign event in October.

Programming:

- Weekly Story Time
- Weekly Lego Club
- Weekly Italian classes (2 adult classes for beginners and more advanced students, and 1 family class)
- French classes are in the works.
- Monthly Mystery Book Club
- Bi-weekly Crafting Circle
- Copper bookmark (metalworking) workshop 9/3 at 5pm
- Intro to Mahjong: 9/15 at 10:30am (Event is all full with a waitlist of 13 people hoping we do it again)
- Big Outdoor book sale Saturday 9/19.
- Red Sox presentation Saturday 10/3 at 1pm
- Special Town Meeting scheduled for 10/20, with only warrant article being about the Library.
- "What's Brewing at the library" fall festival scheduled by Campaign Planning Committee for Saturday 10/24.
- Special Ballet Story Time with a dancer from the Greater Salem Ballet Company (ahead of the Nutcracker performance at Lynn Auditorium) 11/5 at 10:15
- "Antiques Roadshow" Style Appraisal Program, Co-hosting with the Nahant COA Saturday December 5 at 10am.

Building Report.

On Wednesday 8/26, Nori contacted Scott for an update on the door. It had been out of use for 1 week. Scott told her he ordered the part that day. When Nori was on vacation, Carolyn told her the signs and caution tape were removed from the door, and the handle was back and working. There was no notice about the door being fixed. Nori reached out to Scott when she came back on 9/9 to see if there was anything the library should know about the door. Scott told Nori it was all fixed and said as long as no one pulls/shoves it too hard, it should be fine.

On Saturday 8/29, the fire alarm was going off when Nori arrived for work in the morning. Nori called the Nahant Fire Department. The fire department came a few minutes later. They turned off the alarm but told Nori it wasn't connecting to the alarm company. And she needed to call the alarm company right away. Nori called them right away. They told her to call the phone company and make sure it wasn't a phone problem, before calling them back to schedule people to look at the alarm. Nori tried reaching out to the phone company, but no tech help representatives work on weekends. She called the alarm company back and just requested service. That left the building with no fire protection at all from Saturday 8/29 to Tuesday 9/1. The alarm company had a list of emergency contacts, but none of them have worked at the library in years, so Nori was instructed to email them a correct list of people. Nori gave them a new list.

On Tuesday 9/1, the alarm company came and explained the phone line was not working for 2 days and it was the phone company's fault, but all was in working order now. For 4 days, the library had no fire safety at all. The alarm was not working. There was also only one workable door (one point of egress).

On Thursday 9/10, Richard came by the library to look at the final painting/plasterwork. He was pleased with the work but said he wanted to contact the contractor about sanding/preserving the wooden windowsill beneath the wall that was worked on. The top of that windowsill has years of sun/water damage and Richard thinks they can come in and quickly address it.

Old Business.

Special Town Meeting. The next FinCom meeting will be on 9/16 and Richard is preparing a broken down budget for forthcoming work on the Library interior. The Trustees considered how to get supporters to attend the Special Town Meeting on October 20. One mailing about the Library's request should be going out in the next few weeks. Further discussion will take place at the next meeting.

Meeting Spaces Policy. The Trustees and Nori discussed the merits of including a blanket statement about political activity in the Library as the Boston Public Library does or proceeding on a case-by-case basis. Nori mentioned a desire to have something clear-cut that her staff could point to in her absence. It was decided to postpone the vote until the next meeting.

New Business.

On-Call Library Substitute. The Trustees viewed the job description and ad Nori created to post for an On-Call Library Substitute position, to help when the library is short- staffed. Everyone agreed the description and ad were ready to post.

Committee Reports. The Fundraising Committee is well on its way to getting $1 million in donations which will trigger an equal match from an anonymous donor. The Campaign Events Committee is also making progress planning the fall festival which is scheduled for Saturday, October 24. Anne Spirn is preparing to reconvene the Building Committee and has confirmed that Richard Smith will continue as architect for the historical interior restoration.

Open Meeting Law. The Board of Trustees reviewed the rules associated with sharing information, according to Open Meeting Law and agreed to ask any questions they had to Jeff Musman, who consults with the Trustees on municipal law.

Adjourned: 6:22 PM