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

Board Members Absent:

Others Present: Sharon Hawkes, Carolyn Ziering, public

Convened: 6:42 PM

Acceptance of the Minutes of April 21, 2020. Board President Chris Stevens requested a Motion for acceptance of the Minutes of April 21, 2020. Motion made by Anne Spirn, seconded by Daniel Munnelly, and Approved unanimously.

Director’s Report.

Building. Terrace project documentation and other required information has been submitted to the Massachusetts Historical Commission. Structural design engineer firm Structures North has modified how the new deck will be laid into the structure, and work began again on May 11. Workers have made the side entrance available and adequately walled off the building site to the public. Sharon and Richard Smith met with the town administrator via Zoom.

Reopening. Sharon has put together a draft plan for phased reopening to the public, in accordance with the recommendations to the Governor’s task force, the Governor’s guidelines, CDC guidelines, and current science on the viability of SARS-CoV-2 on various surfaces. Current supplies on hand, enough for two weeks to start, include:

- Hand sanitizer – one gallon
- Gloves – 125 pairs
- Soap -- one quart
- Masks – 200 single use, 11 washable

More paper towels and bleach wipes are still needed. The restroom will be for staff only, at first. Sharon can also purchase a freestanding sneeze guard for the main desk.

Sharon requested a Motion to accept the Phase 1 of the reopening plan presented by PowerPoint and the associated policy. Motion made by Anne Spirn, seconded by Daniel Munnelly, and Approved by roll call vote:

Anne Spirn - Aye
Chris Stevens - Aye
Daniel Munnelly - Aye

Garden. Because shopping for fresh food can be a challenge for older adults, the Library revitalized two planting beds, one in the library playground and one next to town hall, and has prepared them to plant vegetables for the community. If there is a decent harvest, the Library will
coordinate with the Council on Aging on distribution. Thanks to the Community Garden, the Beautification Committee, and a donor for help with getting the soil prepared.

**Summer Reading Program.** This season’s theme for summer reading is “Imagine Your Story,” featuring fairytales, fables, and fantasy. Sharon and Carolyn are putting together an all-virtual slate of activities, including:

- Sketches by a caricature artist
- A professional children’s storyteller
- A Story Walk in the library park
- Four fables, acted out by Sharon
- Four music performances, organized by Carolyn
- Fantasy masks to decorate and post online (perhaps replacing the Horribles Parade)
- An invitation to make and photograph mini-settings out of blocks or LEGO

Sign-ups will begin June 1, and activities will begin June 19, when school officially ends.

**Second grade, world geography.** Sharon and Carolyn worked with the Johnson School second grade teacher to get him online resources on world geography for his students’ assignment.

**Town hall training.** Sharon fulfilled the assignment to take some training sessions through MIIA, to help reduce the town’s insurance premiums. Sharon and staff have also been involved in training on opening up the library and our databases.

**Department Head Update.** The Board of Selectmen, at their meeting this Thursday, will consider moving the Annual Town Meeting to September. That means that there would be temporary budgets set up for the first three months of FY2021, based on actual spending from a year ago for each of those months. Salaries will remain the same until town meeting vote. Sharon suggested that the Trustees continue with their commitment to the Library FY2021 budget as voted.

**Nature in Nahant.** Since a couple of grant expenditures for programs will not take place until next fiscal year, Sharon will contact the grant advisor as to how best to proceed.

**Adjourned:** 7:40 PM