

**Nahant Public Library
Board of Trustees
March 3, 2020**

Board Members Present: Anne Spirn, Daniel Munnelly

Board Members Absent: Chris Stevens

Others Present: Sharon Hawkes, Carolyn Ziering

Convened: 6:34 PM

Fundraising Committee

Anne Spirn reported that currently a lot of residents are donating their money to support litigation with Northeastern over East Point. She suggests revising expectations on fundraising support for the library until that is resolved, which could be about one year.

Director's Report.

Building. The terrace bids came in substantially higher than projected. The project was assessed at \$175,000, but the bids ranged from \$405,000-598,000. Richard was planning on speaking with a couple of the bidders that he knows to get an idea of why the bids went high. The guess is that it was either the complexity of the terrace surface, which must be done in layers and use historic tile, or the labor costs of working around keeping the library open during construction. Sharon offered to move out during construction if that is more cost effective. The contract was awarded to Campbell Construction Group, the low bidder.

Budget 2021. The Board of Selectmen approved the Town Administrator's FY2021 budget on Feb. 20. Sharon requested and received a copy of the Town Administrator budget from the town accountant. The raise for full-time staff does not appear. A 2% across-the-board increase appears, instead.

Sharon requested a Motion to accept the Warrant Article language as proposed. Motion made by Daniel Munnelly, seconded by Anne Spirn, and approved by a vote of 2-0.

Break room. Sharon recently followed up with a gentleman who had volunteered to do some work at the library, to see if he could help wall off part of the landing in the stacks to use for a break room. He will build a temporary wall in the spring. Sharon will check with DPW about getting an electrical line in place, so that the small refrigerator and the microwave could move to that area.

Computers. The children's touchscreen has been installed, and the new firewall has been modified to provide faster and more reliable wi-fi internet to the public. The Clean Slate software, which never worked properly with Windows 10, was removed from all computers and the library received a refund from the company.

Fundraising. As of February 20, the donation box earned \$102, which places it above what would have been received in overdue fines. February is on track to do similarly. Sharon is contacting the members of the Building Committee and the Fundraising Committee to ask for donations from them.

Sharon brought in some tea samples from Jolie Tea and Upton Tea to select a blend for the Victorian Tea this fall. The winning teas include cranberry black tea (caffeinated) and cinnamon rooibos (decaf) blends. Jolie has offered to donate enough tea for 50-75 for the event, and to keep additional tea on hand if patrons want to buy more. We could also purchase loose tea samples and add our own logo sticker, as a gift to the event attendees or a future donor incentive.

Collection Development. Carolyn reconfigured the children's chapter fiction collection, after informally polling some of the students who use or have used the collection. Books will now no longer be categorized by genre (fantasy, adventure, sports, etc.) as there are many books these days that cross genres. Instead, the fiction is now shelved by author last name, as it is with the adult collection, with a few exceptions.

Connections Memory Café. The February 13 Café featured our library page, Olivia Barton, in a singalong of 60s tunes. Attendees were also provided with materials and time to make valentines.

Love Your Library. Patrons can write a note about the library that will be forwarded to our state legislators at this link: <https://lovemasslibraries.com/>

Talking Hands Theatre. For February vacation week, Talking Hands Theatre brought a unique puppet show for our younger crowd. Sixty-five attendees enjoyed hand, rod, shadow, and wearable puppets in her show, "Whale Tales."

Nature in Nahant, 2020-21. Robert Wilson completed photographing the pressed plant collection and delivered an external hard drive with the images on Feb. 21. Once Sharon completes the metadata for the images, Boston Public Library will be contacted to have them uploaded to Digital Commonwealth. Nine images will also be enlarged for a poster display in Delivery Hall. At the same time, Sharon is wrapping up the details for a Walk Nahant brochure that will be given out on Walk Nahant Day, Saturday, May 9.

Nahant Reads: The Stranger in the Woods. In conjunction with Nature in Nahant, patrons are reading about a man who spent 27 years alone in Maine, to facilitate discussion about each individuals need for nature. There will be 6 activities related to the book and the project. Additionally, there will be a field trip to the Harvard Herbaria on April 17, led by Walter Kittredge, who does research at the Herbaria. The Council on Aging will partner on this trip, providing their bus for 14 people to attend.

Meet Lucy Stone. In collaboration with the League of Woman Voters, the Library will host Facebook posts and programs in the coming months to commemorate the 100th anniversary of the 19th amendment, giving women the right to vote. Actor Judith Black will portray Lucy Stone

on March 29th at 4:00 at the Valley Road School, jointly sponsored by the Friends and the Historical Society.

Read across America. Sharon has been asked again to join other town department heads and read to a class at Johnson Elementary School as part of Read across America Day on Monday, March 2.

Summer Reading Program. This year's theme is "Imagine Your Story," centered on fairy tales and fantasy. The Nahant Cultural Council has awarded the Library \$550 to have a featured performer, magician Scott Jameson, give his magical story performance for the Rec Program as part of our Summer Reading Program. A story teller has been booked, and a couple more activities will be booked for the month of July. Carolyn will once again work on the Thursday evening music series.

Library Logo. On February 24th, Mary Jo Mitchell brought in samples for a library logo, which were shown at the meeting.

Anne Spirn moved to adopt the simplified version of Design A as a general logo and Design B as the logo for the fundraising campaign. Motion seconded by Daniel Munnelly, and approved by a vote of 2-0.

New Business.

Policy. Sharon presented two new policies, about noise and privacy, and the reason for adding these policies.

Sharon requested a Motion to accept the presented Privacy Policy as amended. Motion made by Anne Spirn, seconded by Daniel Munnelly, and approved by a vote of 2-0.

Sharon requested a Motion to accept the presented Noise Policy. Motion made by Anne Spirn, seconded by Daniel Munnelly, and approved by a vote of 2-0.

Adjourned: 7:40 PM