

**Nahant Public Library  
Board of Trustees  
April 21, 2020**

**Board Members Present:** Chris Stevens, Anne Spirn, Daniel Munnelly (all virtually on Zoom)

**Others Present:** Sharon Hawkes, Carolyn Ziering (all virtually on Zoom)

**Convened:** 6:45 PM

**Acceptance of the Minutes of March 3, 2020.** Dan Munnelly moved to accept the minutes as amended for March 3, 2020. Anne Spirn seconded. Approved by a vote of 2-0.

**Acceptance of the Minutes of January 21, 2020 and March 17, 2020.** Board President Chris Stevens requested a Motion for acceptance of the Minutes of January 21, 2020 and March 17, 2020. Motion made by Dan Munnelly, seconded by Anne Spirn, and Approved unanimously.

**Director's Report.**

**Budget 2021.** No news.

**Building.** On March 31, work was begun to rebuild the terrace structure. Campbell Construction tore out the old deck, exposing corroded beams and an eroded dirt floor, the two factors contributing to the slow collapse of the structure and the need for repair. This past week, construction paused as they found a problem with how the new deck would be reinstalled. On April 10, Richard wrote:

The structural engineer went out to take a look on Monday and found that the field conditions were not exactly what we had anticipated- we thought there would be a ledge on both sides to rest the new slab on, but it exists only on the building side. So he needs to take a second look to decide how best to accommodate the field condition. Campbell is shifting its people for a few days while that is sorted. There are also some submittals I received yesterday that need to be reviewed before they start ordering materials.

**Municipal Updates:**

Town election:	June 20
Annual Town Meeting:	June 27

**COVID-19.** As of April 17, twenty-six cases of coronavirus were confirmed in Nahant, with two deaths. Fifteen of the cases were located at the local nursing home. The town added an information blog to help channel the same message to social media in all town departments. They also established a “hotline” for all non-police or ambulance calls about COVID-19, which would be routed to the Nahant Emergency Management

Agency. At a department head meeting, Sharon offered to help field calls looking for information about the virus, as someone certified in consumer health information by the Medical Library Association for over ten years. There was no follow up.

All staff are working at home. Sharon works half at home, half at the library. Everyone is receiving some online training on the use of the Library's various online resources. Olivia is helping expand our postings onto Twitter and Instagram, while adding an occasional post on Facebook. Carolyn is posting on Facebook, catching up on book orders, and helping people who seek to access our electronic offerings. She has also developed two new pages on the Library website to accommodate our grant project-related resources. Sharon is posting about our resources, about links to coronavirus information, about the 100<sup>th</sup> anniversary of women's right to vote, and about music, online tours, and other "edutainments" to be found online. She is beginning to add in some information related to Nature in Nahant and the herbarium.

Before the order to work from home, Carolyn and Sharon delivered books to about a dozen patrons. Since the order, though the service was essentially shut down, three additional patrons received books or magazines, one through the Council on Aging's lunch delivery service. When the departments begin to open up again, Sharon would anticipate having some type of delivery or pickup being reinstated.

**Nature in Nahant, interim report.** Despite the shutdown, the Library has been able to get many parts of this year's Nature in Nahant project completed: the hanging system, a town-wide read, six different programs, the herbarium digitized and metadata supplied, and the [Walk Nahant brochure](#), which Carolyn uploaded to our website. The raw images are uploaded to Google Photos at <https://photos.app.goo.gl/roKZYRus66b6dhy86> and the finished photos will be up soon. It is estimated that 50 people read the book, with 133 attendances at programs.

**Walk Nahant Day.** Walk Nahant Day had to be postponed. Instead, Sharon is posting about the wild plants that are beginning to sprout in Nahant, and the brochure is posted online. Sharon also purchased two pairs of binoculars suitable for birdwatching, which will be combined with backpacks and guidebooks and added to our Library of Things.

**Library Logo.** There was a low-key reveal of the new logo on Facebook this month, introducing it on a town-wide read poster and a Memory Café handout. It has gotten rave reviews!

**Connections Memory Café.** [handout] Carolyn called all members, and Sharon sent an email just to give a friendly hello to our Café friends and to offer information services.

**Nahant Reads: They Called Us Enemy.** Sharon began an online-only Nahant Reads project, reading a graphic nonfiction ebook, George Takei's "They Called Us Enemy." Everyone has been encouraged to follow along on Facebook, with links to more information about the author and the topic of his book, the Japanese-American internment during WWII. Everyone age 10+ is encouraged to participate.

**Masks.** On April 12, Sharon asked about masks for the Library staff, anticipating that the Library would most likely be reopening in a limited way. She emailed Tony Barletta and Dennis Ball (NEMA). Tony answered to say that Dennis was the person to speak with about this, that he was ordering supplies through MEMA, though the Town is “limited at the moment” when it comes to PPE. He said that the Library would have them once we got closer to reopening.

**Fallen Tree.** Sharon reported that a tree on Library property is broken off at the trunk and will be removed by DPW.

**Book Delivery.** Sharon proposed working with the Council on Aging to offer book delivery to seniors who receive lunch from the COA. The Trustees gave their consensus to proceed, so Sharon will contact Linda Peterson to coordinate.

**New Business.**

Anne Spirn took a moment to thank the staff for their work during the pandemic and also to praise the programming in general that staff have been doing and suggest that it be highlighted in our fundraising efforts.

**Adjourned:** 7:30 PM