

**Nahant Public Library  
Board of Trustees  
November 27, 2018**

**Board Members Present:** Chris Stevens, Anne Spirn, Dan Munnelly

**Others Present:** Sharon Hawkes, Carolyn Ziering, Richard Smith (Adams & Smith)

**Convened:** 6:32 PM

**Acceptance of the Minutes of October 23, 2018.** Board President Chris Stevens requested a Motion for acceptance of the Minutes of October 23, 2018. Motion made by Dan Munnelly, seconded by Anne Spirn, and approved unanimously.

**Interior Planning.** Richard Smith reviewed his findings regarding zoning, building code compliance, and shelving capacity. He also presented interior and exterior recommendations which include rebuilding the terrace immediately, adding a sprinkler system for fire protection, and -- in planning a complete restoration -- addressing the obsolete plumbing, electrical, HVAC, and lighting systems. Mr. Smith also offered preliminary guidance on historically appropriate ways to address modern concerns specific to the above mentioned items, elevators and the possibility of an addition. A hazardous materials inspection is scheduled for Monday, Dec. 3.

The Board reached a consensus that Sharon should request CPC funding for Year 2 of the capital projects previously outlined and also the full \$162,000 estimated cost to repair the terrace. The Board also reiterated the need to conduct a full site survey of the Library's plot of land.

**Director's Report.**

Budget FY2020. The Board adamantly opposed the idea of sharing the cost for IT services with the town. They will await a price quote from the Town Administrator before deciding how to proceed. They also discussed the salaries lines of the budget extensively, concerned about adequate and fairly-paid personnel.

Sharon Hawkes requested a motion to increase the salaries of the two full time assistants, one to reflect parity with the custodian salary, and to add another full time position. Motion made by Anne Spirn, seconded by Dan Munnelly, and **passed** unanimously.

The Board gave Sharon permission to go ahead with necessary planning for the June 1, 2019 gala event. At their next meeting on December 18, they will continue to discuss the June 1 event, capital campaign, and the trustees' agenda for the year.

**Adjourned:** 8:20 PM