

Draft Unapproved Minutes  
Emma L. Andrews Library and Community Center  
Regular Meeting of the Commission

November 21, 2013

The November 21, 2013 meeting of the commission was called to order at 5:30 pm by Chair Susan Chase. Members present were Susan Chase, Donna Conway, Aine Greaney, and Kristin Sherman and Elizabeth Valeriani.

Peter Lombardi introduced Peter Binette, ADA coordinator for the city of Newburyport, who gave rough estimates of building the handicap ramp in-house rather than hiring a contractor to install a prefabricated ramp. Mr. Binette estimated that the cost of rough framing, support tubes, stairs to apartment, decking, hardware, drywall, fire door with panic hardware and paddle opener, and stainless steel railings would be approximately \$16,000.00. The prefabricated ramp was costed at around \$25,000.00.

The furnace was replaced by Caswell at a cost of \$4700.00 for a gas furnace which will be maintained annually by Caswell.

The balance in the revolving account is \$3,000.00. Next Step Living contributed \$170.00 which does not include October.

Peter Lombardi suggested that the commission identify capital needs and request funds from the new city council for projects like the ramp.

Mr. Lombardi expects that the city's social media policy will be done soon. The commission plans to adopt this policy for the Emma Andrews Library and Community Center.

Rebecca Esche reported for The Emma Andrews Association. Emma Andrews' website will soon be live. Monthly payments of \$10.00 need to be paid possibly by debit card. The association continues to run story hours for children three to six years old as well as a new one for toddlers. The Tween program is ongoing. Author series, yoga classes, art classes, memoir writing, knitting, and book clubs continue. Groups of Daisy Scouts and Cub Scouts meet at the library. The association will hold its scholarship fund raiser in December at the Methodist Church. There will be cookies for sale and various crafters have reserved space to sell their creations. Tree ornaments will be offered throughout the season as a fundraiser for the book fund.

Minutes of the October meeting were approved on a motion by Elizabeth Valeriani seconded by Susan Chase. Aine Greaney and Kristin Sherman will co-chair the commission. Elizabeth Valeriani will continue as secretary.

The meeting adjourned at 6:30pm on a motion made by Kristin Sherman and seconded by Donna Conway. The next meeting will be on January 16, 2014 at 5:30pm.

Respectfully submitted,

Elizabeth Valeriani