

Emma L. Andrews Library and Community Center Commission

Regular Meeting May 2014

Minutes

The May 15, 2014 meeting of the commission was called to order at 5:30pm by chairs Aine Greaney and Kristin Sherman. Also present were members Susan Chase, Donna Conway, and Secretary Elizabeth Valeriani. Minutes of the March 20, 2014 meeting were approved on a motion by Donna Conway seconded by Susan Chase. There was no April meeting.

Peter Lombardi, Director of Policy and Administration for the City of Newburyport, reported on the status of the handicap access project including the removal of the back library window adjacent to the back entrance. The bookcase work has begun and will be finished in coordination with progress on the ramp and doors. The second egress stairs to the apartment have been shifted. Next, the old stairs will be removed so that sono-tubes can be placed. The Commission praised the efficiency and quality of work done under the supervision of Mike Bartlett.

Donna Conway reported that through the generosity of donors the Emma Andrews Association will be able to fund the wood for the bookcases. The Association may also be able to donate children's books in memory or recognition of the donors. Another generous donation is from the Institution for Savings who are funding the updated new bookmarks.

The Brown School is starting the last annual walking field trips to the Emma Andrews for the nature themed story and craft. Summer programs for children are in the planning stage. Members are preparing the annual plant sale for June 7. Next Step Living will be present at the plant sale offering energy assessments. Next Step will also attend the annual yard and bake sale at the end of July. Chair yoga, painting class, knitting, memoir and writers group, author series, book clubs, scout meetings, story hours and tween arts are ongoing activities run or hosted by the Emma Andrews volunteers. The volunteers staff the circulation desk for 20 hours a week. They also prepare hundreds of crafts for the children who attend story hours, walking field trip and summer programs.

MS Conway concluded with a report on the status of the new sign with our updated information. It is expected to be in place by the end of this week.

Peter Lombardi reported that the balance in the revolving account is now about \$16,000.00. This includes \$10,750.00 transferred for the handicap project from free cash. There is rental income deposited into that account. \$1600.00 was spent for gutter repair due to winter damage and \$1000.00 was spent for building materials.

Amazon Smile Now was mentioned as a way to donate a percentage of purchase price to non-profits. The Emma Andrews Association will participate in National Novel Writing Month in November. Elizabeth Valeriani will contact the Newburyport Public Library again in the summer to ascertain that we can coordinate with the NPL.

The meeting was adjourned at 6: 15pm on a motion by Donna Conway seconded by Susan Chase.

Respectfully submitted,

Elizabeth Valeriani, Secretary