

Draft Unapproved Minutes

Emma L. Andrews Lending Library and Community Center
Regular Meeting of the Commission
September 20, 2012

The meeting was called to order at 5:35PM by Chair Susan Chase. Members attending were Donna Conway, Susan Chase, Aine Greaney and Elizabeth Valeriani. Kristin Sherman was absent.

In the absence of a quorum of members who had attended the previous meeting, approval of the minutes of the last meeting was tabled.

Peter Lombardi reported on the status of work on the tenant area. All electrical work, including smoke alarms and combo light and fan in the bathroom has been done. The lead inspector recommended some remediation; he provided a detailed scope of services for full compliance. This was paid by the CPA grant. There are two quotes in to implement the recommendations.

A quote of about \$2700.00 was made for refinishing the floors.

Concerning the Comcast check mistakenly sent payable to the Emma Andrews Association instead of to the City of Newburyport, Mr. Lombardi requested that Treasurer Virginia Champi write a check to the City of Newburyport.

In response to a question from a member, Mr. Lombardi noted that lead remediation must be done all around the exterior to a height of five feet.

A new quote of \$3346.00 was received on the kitchen cabinets. The previous figure was \$4100.00. We have an offer of free installation, according to Mr. Lombardi.

The balance in the revolving account is \$6100.00. After the punch list work is done, we will have \$2500.00 and the lead work will exceed this. Mr. Lombardi will ask for supplementary funding from the city to be reimbursed from the revolving fund later when the rental unit is generating income. He estimated that a rent of \$1800.00 to \$1900.00 is possible and that \$1500.00 to \$1600.00 would be very fair.

A member suggested that the interior of the apartment needs fresh paint and that a sturdier shower rod is needed.

Occupancy could be between November 15 and 30.

The Association has offered to pay for a dehumidifier for the basement. Mike Bartlett will research the price and install the device.

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Concerning the handicap access, the placement of the ramp is approved by the AAB. The cost was estimated at \$30,000.00 to \$35,000.00. Mr. Lombardi will review the exact specs. He suggested that we go to the banks for grants.

Grant report from Aine Greaney covered several possibilities. She has submitted a request to the Essex County Community Fund for \$1500.00. She has discovered several sources for grants for small libraries. Essex County Women's Fund is a possible source of funding for the Tween program. Peter Lombardi suggested that we show in kind services. Donna Conway has documentation of these volunteer hours.

Donna Conway has distributed the forms for the essay contest for teens and seniors funded by the Diversity and Tolerance grant the Association received.

Donna Conway presented a report on the extensive activities sponsored by the Emma L. Andrews Association.

Summer events were chaired by Kim Klapes who also ran the Ice Cream Social. She managed to fund the Social from the Souper Saturday donations by very careful budgeting.

Fall story hours are again being meticulously prepared by Heather DePaolo. She plans and buys craft materials compatible with the themes of the books and the skills of the children. Forty children are already signed up. Target has generously donated for our children's activities.

New Tween program is run on starting Saturday September 15 from 10:00AM to 12:00 noon. Olivia Shea is leading book discussion coordinated with art expression including watercolor instruction.

Author Series run by Priscilla Bellairs is starting with Dyke Hendrikson followed Carolyn Roy -Bornstein. Mary Brooks and Arlene Lauro are in charge of refreshments for the yearlong series. Donna Conway will set up.

Chair Yoga continues thanks to the generosity of Chris Morton and her yoga teachers. Class will run from September 25 to mid December, then continue in January.

Brown School Field trips are coming again to the library. Five classes are already scheduled. Dates are being held for others. Readers from the community will participate including, we hope, a representative from Target. Children will do appropriate crafts. We are preparing for 150 students who will be given Target bags for carrying their craft and the history of the Emma L. Andrews library.

Scouts using the library include one Daisy Troop, one Brownie Troop and one Wolf Den.

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Watercolor classes with artist Anne Recchia have begun.

Cookie walk/craft fair is scheduled at the Methodist Church. Mary Brooks is chairing the cookie walk and Arlene Lauro is chairing the craft fair. Donna Conway is chairing holiday cards.

Good Night Moon Quilt made by Anne Snell will be raffled. Drawing will be at the holiday sing-a-long.

Holiday sing-a-long will be in December.

Writing contest on identity sponsored by the Newburyport Commission for Diversity and Tolerance will run in October. One prize of \$50.00 and two of \$25.00 are planned for both seniors (62+) and Teens (13-18). Aine Greaney obtained this grant and Donna Conway is getting information to schools and to seniors. The winners will be hosted at a reception in November.

Emma Book Club continues to meet monthly.

The Memoir Group is ongoing.

The Children's Writers Critique group continues to meet.

Respectfully submitted,
Elizabeth Valeriani