

Emma L. Andrews Lending Library and Community Center
Regular meeting of the commission
June 21, 2012

The meeting was called to order at 5:35 PM by Chair Susan Chase. Members attending were: Donna Conway, Aine Greaney, Kristin Sherman and Elizabeth Valeriani. Michael Bartlett and Jenny Lamarre also attended to give reports from the city.

When questioned about the status of the library's web mail, Ms Lamarre offered to set it up. Susan Chase asked whether it is the responsibility of the association, the commission or the mayor's office to deal with CORI forms. Ms Lamarre explained that the Newburyport Police Department handles all aspects of the CORI procedure. In response to a question from Ms. Lamarre, the commission explained the different roles of the association and the commission.

Mr. Bartlett would like to have a budget figure to assist him in planning the on going repairs to the building. The commission explained that this figure derives from the revolving account and is dependent upon the rent of the apartment. Ms Lamarre asked whether grants given to the association had been acknowledged. Commission members believed that they had been acknowledged by the association. Ms Lamarre will research what grants were given and by whom for what purpose. She also asked about funds earmarked for certain projects. Members explained that the association has those records.

Mr. Bartlett reported that he has consulted again with Gary Calderwood who believes that our plan to have handicap access at the back entrance will be denied a variance at the state level. Members discussed moving forward with this attempt after the new Director of Policy and Administration comes on board July 16. Members will also ask the new director about going back to the Historical Commission regarding modifying the front for ADA access.

Next Mr. Bartlett talked about the wiring bids; he has 8 so far. The tenant discovered leaks that will require repair to the slate roof in two places. He would like to start work on the wiring and kitchen update as soon as the tenant leaves. He again stated that he needs a budget. The project needs to be OKed by Mayor Holladay. Ms. Lamarre believes that there is enough to do the electrical and the roof.

Kristin Sherman offered to research kitchen cabinet prices. Mike Bartlett will give her a walkthrough of the apartment tentatively on June 28th.

Kristin Sherman has the Yankee Homecoming Bed Race materials which she will submit. She is looking for two more runners and help building the bed the weekend before the race.

Donna Conway moved to accept the minutes of the previous meeting. Minutes were accepted unanimously.

The members thanked Mike Bartlett for getting the shed set up in a suitable spot in the back yard.

A suggestion was made to set up a wall of honor to acknowledge grants and major gifts. Members will decide where to place it later.

Discussion of the by-laws raised several questions. Susan Chase asked whether the city owns the collection and covers it under city insurance. Commissioners believe this to be the case. A question was asked about censorship. Susan Chase explained that the commission accepted previously to follow ALA guidelines which protect free speech. After a motion by Donna Conway and a second by Aine Greaney, the members voted unanimously to accept the by laws.

Donna Conway gave an extensive account of library events. She reported that nine classes came from the Brown School for a walking field trip. Teachers have requested that the library continue this next year as well. Ms Conway also gave a report on fundraisers and summer programs. The annual plant sale was held in June bringing in about \$650.00. Fit Girls were thanked at a reception for raising \$1016.00 for the library. July 28th is the date for the yard and bake sale. Summer events included journal workshops for children assisted by the junior volunteers. Pursuing a grant discovered by Aine Greaney, one of the junior volunteers will lead a four session book review group with Fit Girls as a nucleus and other junior volunteers as assistants. Mid Summer Night Book Exchange will be held this summer, date TBD. Ice Cream Social is scheduled for Aug. 22.

Aine Greaney explained some of the grant requirements of the Merrimac Valley General Fund. Members discussed the early childhood category.

On a motion by Donna Conway seconded by Aine Greaney the meeting adjourned at 7:30PM.

The next meeting will be on the third Thursday of July at 5:30PM or at a time convenient for the new director.

Respectfully submitted,

Elizabeth W. Valeriani

