

**Emma Andrews Library and Community Center
Commission Minutes
September 21, 2017**

Present: Elizabeth Valeriani, Aine Greaney, Donna Conway, Elizabeth Watson, Paul O'Brien and Mike Bartlett

Absent: Susan Chase

Meeting began at 5:40 p.m. Minutes from the last meeting were approved.

Paul O'Brien reported the Revolving Fund balance as \$31,744.79.

Libbet Valeriani reported the Book Fund balance as \$4,774.74

Requests update: Basement windows and Marlboro Street fence projects delayed. The city carpenter has been out on disability for 6 weeks so work requests have been backed up. Mike will talk to his boss about putting the window project out to bid as well as the repair/replacement of the basement railing.

New requests:

- yellow paint stripe for step to book drop for safety reasons
- Installation of post for little library box along the new section of the Rail Trail
- question to Paul about the necessity of our desk volunteers to attend the Violent Intruder Training for city workers. Paul will provide dates.
- the library's printer has been malfunctioning on a more consistent basis. Paul will talk to Ken Adams about providing the library with a sturdier, more user friendly model.
- the lattice under the ramp has come loose and needs attention
- screening needs to be installed over the back deck to prevent birds from nesting
- the dehumidifier is full...Mike will check it
- investigate wet cement at the bottom of the basement stairs

The new website is up and running.

The Popup Chococoa Sundae event was very successful with about 50 people attending.

Author Night with Anna Solomon, author of *Leaving Lucy Pear*, was also very well attended.

Upcoming events:

- calendar raffle
- author night with Joel Brown
- potential program with children's author, Debbie Gervais

Meeting adjourned at 6:30 p.m.

Respectfully submitted,
Elizabeth Watson, Recording Secretary

