

Emma L. Andrews Library and Community Center
April 16, 2015

The meeting was called to order by Susan Chase acting as chair for Aine Greaney. Members present were Donna Conway, Elizabeth Valeriani and Elizabeth Watson.

Peter Lombardi reported that the balance of the revolving fund is \$14,149 including rent checks for March and April. It was also reported that Jeannine from City Hall has installed a "deep freeze" software program to the library's computer which will add a significant virus protection.

Mike Bartlett reported that gutter work needs to be done repairing the damage from this past winter. He is waiting for the estimate of costs. The sign has been completed. He will pick it up and install it. Two book shelves will be installed Tuesday and Wednesday next week. The front stairs will be sanded and painted at the same time that similar jobs are being done to other city buildings. Dave will replace the light switch. John Hewitt will repair the back hallway. The replacement of the bulletin board in front of the bathroom will be scheduled and painted with magnetic paint over board. Mike will also replace the dehumidifier in the basement with an industrial strength model which he anticipates will cost between \$400 and \$500.

Update on the discussion of window replacement on the first floor included an understanding that the location of the library is outside of the historic district. Concern over the possibility of lead paint being present was expressed. Peter Lombardi stated that John Hewitt is lead paint certified. It is hoped that if there is lead paint, it will be able to be encapsulated in the process. Mike Bartlett will attend a window exposition in June and get quotes. Screens are necessary in the new window package.

The Commission discussed and approved John Lavoie's request to gain access to our property through the Library's Marlboro Street driveway for the purpose of bringing a mini-excavator in to remove the soil pulled from their excavation site. Also a portion of the fence separating the two properties will be removed, plywood will be put down to protect the lawn, and after the completion of the project, re-seeding of the affected areas of the lawn will be done. Mike Bartlett will be the contact person for the city. The first week of October 2015 is the tentative work schedule date. Rebecca Esche will be the contact person for any calendar changes that would allow for an earlier start date. Elizabeth Watson will notify Mr. Lavoie of the Commission's decision.

Donna Conway reported on the Association. The Memorandum of Understanding will be discussed at the May meeting. Eliza Goodell is discussing using the library for a program...details to follow. The Secret Garden Nursery School may be using the library for field trips. Details are still being worked out. Kim Klapes is working on the summer program. Suzanne Dewitt Hall has agreed to reenact her performance of Emma L. Andrews during Preservation Week on May 16. Suzanne is also writing an article on

the Emma L. Andrews Library and Community Center to be published in the next *Newburyport Magazine*.

Elizabeth Watson reported that she received a call from the coordinator of a DCF group home in Amesbury. The coordinator asked if the Emma would be welcoming of some of the mothers who live at the group home. The women are not allowed any exposure to social media and therefore cannot go to city libraries. It was unanimously decided that these women would be welcomed at the Emma. After completing the form to receive a library card number, they would be able to check out books. If wanted, the Emma could also provide a collection of children's books for the children of these women to take back to their group home.

Members expressed their appreciation to Peter Lombardi for all his support through the past three years, best wishes in his new position in Wenham, and a promise that we will be calling him for soup next year for Souper Saturday.

Respectfully submitted,

Elizabeth Watson
Recording Secretary