

Emma L. Andrews Library and Community Center
May 21, 2015
Draft Unapproved Minutes

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

We welcomed Heather Rowe, our new city liaison. She will present a financial report at our next meeting.

Donna reported that the Emma will be collaborating with the Newburyport Youth Services located in the Brown School this summer. The first week will be June 22 and the program will run once a week on Wednesday mornings through August 12 from 9:30 to 11:00. There will be approximately 20 children ages four to six coming with four adults from Youth Services. The children will bring their own snack and an Emma volunteer will read books and assist the children in a craft related to the theme of the week. Mike was asked to bring up another round wooden table from the basement with 8 wooden children's chairs.

Emma's regular children's summer program on Wednesday afternoons is in the planning stages. The programs will include a magician, Curious Creatures, and firemen as well as others TBD. There will be a summer social to conclude the program.

The Plant Sale will be Saturday, June 6. Other fundraisers will include a Bake Sale and Yard Sale on July 25, a Cookie Walk on December 5 to support our scholarship fund and 3 Souper Saturdays in the winter months to support our children's programs.

To acquaint Heather with our organization, it was explained that the Emma L. Andrews Library and Community Center Association is similar to the Friends of the Newburyport Library and is a 501(C)(3). The Commission is similar to a Board of Directors and is governed by the Mayor. The Commission members are approved and appointed by the City Council.

Mike Bartlett's report included:

- Bill Cocelli will replace the gutters the first week of June before the Plant Sale
- John has been delayed in working on the back hall.
- Dave Zinck is scheduled to work on the light switch as soon as possible.
- The front stairs will be painted hopefully June 2.
- The magnetic board for announcements and the hand rail on the book drop entrance will be done as soon as possible.
- Mike doesn't see the value in developing the lawn in the back yard because it is used constantly by the neighborhood children. This comment brought about a discussion regarding the Library's liability if someone got injured.
- John has the metal sign ready to be mounted but needs a sign holder.

A discussion was held on the progress of the historic sign for the building. Jen Wright (jenwrightsign@comcast.net) will do the sign. The size should be within 50 inches high and 23 1/4 inches wide. It will be placed on the Purchase Street side of the building to the left of the front door. Aine will talk with Jen to ask for a word count. The content of the sign will be in recognition of Emma L. Andrews and the history of the library.

The Commission looked at the old wooden Library sign and asked Mike Bartlett to determine how to best refresh the sign in order to hang it inside.

John Lavoie will not need access to his property through the library this summer as he had requested. The contractor will gain access another way and the work will be done early this summer.

Libbet reported that the Association approved the Memorandum of Understanding at its last monthly meeting. There was a discussion about the request from the volunteers working on the Children's Room to eliminate the old Nancy Drew and Hardy Boys books in order to make room for current editions of the same series. The books currently on the shelves have not been checked out for a very long time. They felt getting copies of the current series would attract more young readers to the library. More discussion is needed.

Donna reported that the library's computer system is now linked to the city's. Members information including email addresses will be added to a contact list in Outlook. We cannot use Cardholders' email addresses unless they have signed the new form which includes a consent to use their email address for the purpose of announcing library events.

The meeting was adjourned at 6:35.