

Emma L, Andrews Library and Community Center
August 20, 2015
Minutes

Members present: Susan Chase, Elizabeth Valeriani, Elizabeth Watson

Heather Rowe reported a balance in the revolving fund as \$15,019.17.

Mike Bartlett reported on the following:

- Two railings were installed by the stairs to the book drop.
- An air conditioner was installed on the ramp side of the front room.
- He has a meeting with a Pella Window's representative this coming Tuesday. Heather stated that we need 3 separate bids only if the final cost would be over \$10,000. Harvey Windows in Portsmouth was recommended as well as National Windows at Georgetown Window & Door Co.
- A dehumidifier was purchased and installed in the basement and hooked up to a pump hose.
- The light switch was replaced by Dave.
- Recommended a conversation with Dave Zink regarding the upgrade of our overhead lighting preferably with LED bulbs.
- The Hallway wall repair will be done asap.

The need for an outside handicap parking space by the ramp was discussed. Heather Rowe stated that the request needs approval by the City Council. She will take care of that.

A request was made for mail boxes for both the tenant and Emma.

The successful ending of the collaboration with the Youth Services Summer Program and Emma was celebrated.

Upcoming programs:

- 110th Anniversary Celebration on Saturday, October 3, 2015. Invitees would include members, major donors, city officials, and donors of funds for the construction of the new book shelves
- Trails & Sails, Sunday, September 27, with a watercolor painting of a lighthouse scene demonstration by Anne Recchia from 10:30AM to noon and songs and storytelling performed by Michael Forney "Growing Up in the South" from 2:00 to 3:30 pm

The Memorandum of Understanding has been signed by presidents of both the Association and the Commission and given to Heather Rowe.

The meeting was adjourned at 6:35.

Respectfully submitted,

Elizabeth Watson

