



CITY OF DOVER

## McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: McConnell Center, 61 Locust St, Dover, NH – Room 323  
Meeting Date: Monday, July 26, 2021  
Meeting Time: 7:00pm

**CALL TO ORDER:** Steve Pruyne called the meeting to order at 7:00 pm

### ROLL CALL:

**MEMBERS PRESENT:** Denyse Anderson; Hadley Hudson; Richard Ferraro; Cora Quisumbing-King; Gary Bannon, Administrator; Steve Pruyne, Vice Chair.

### APPROVAL OF MINUTES:

Cora Quisumbing-King motioned to accept the May 24, 2021 minutes as presented; Seconded by Denyse Anderson. Motion passed unanimously.

### CITIZENS FORUM:

No one chose to speak

### REPORTS:

The board made brief introductions.

#### Staff Report: Gary Bannon

- Brief History of McConnell Center Conversion and the leasing and budgeting for Tenants.

#### Tenants Collaborative: Gary Bannon

- Activity in building is increasing back to normal
- Filling vacant spaces

#### Financial Reports: Gary Bannon

- Closed out Fiscal Year 2021 \$15,928 in black even with vacancies.
- FY 2022 budget was presented to the City Council and is the same as last year.
- Several Capital Improvement Projects are in the works including outside trim work and roofing.

### OLD BUSINESS:

#### Food Service Provider Status: Gary Bannon

- Mezzanine Catering has moved in and operating catering business. Will probably roll out retail side in September. We had to do improvements to kitchen to fix code issues.

### NEW BUSINESS

#### New Tenant Leases and Space Use Change: Gary Bannon

- Reach for the Top is adding space
- Media Services is adding space
- Community Solutions is renting room 321



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- First Push Syndicate is renting room 220

Denyse Anderson motioned to accept all 3 contracts; Seconded by Cora Quisumbing- King.  
Motion passed unanimously.

### **Fall Projects: Gary Bannon**

- Veterans Park dedication of bench donated by St Thomas Aquinas class of 1965.
- Looking at various lighting designs for City Map.

### **ADJOURN:**

Cora Quisumbing-King motioned to adjourn; Seconded by Denyse Anderson.  
Motion passed unanimously.