



CITY OF DOVER

McCONNELL CENTER ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center, 61 Locust Street, Dover, NH 03820
Room 323
Meeting Date: Monday, May 20, 2013
Meeting Time: **7:00pm**

DRAFT

CALL TO ORDER: Judy Zalansky (Chair) called the meeting to order at 7:00 pm

ROLL CALL:

Members Present: Doug DeDe; Lindsay Conway; Michael Crago, City Council Liaison; Steve Pruyne; Cora Quisumbing-King; Joe Tenuta, Rec Advisory Board; Judy Zalansky, Chair; Gary Bannon, Administrator

Members Absent: none

Chair Judy Zalansky welcomed Lindsay Conway to the Advisory Board

APPROVAL OF MINUTES:

Doug DeDe made motion to accept the April 22, 2013 minutes as presented. Motion seconded by Joe Tenuta. Motion passed unanimously.

CITIZENS FORUM:

None

REPORTS:

Staff Report

Administrator: Gary Bannon

1. Boilers: Received insurance coverage to replace the broken part on boiler. Filters are running correctly. The cold water running to the boiler was not an issue.
2. Control Temp: Now accessible within the McConnell Building. Gary Bannon and Bert Corson have access to the system.
3. Stain Glass Windows: Project still needs to be done. Windows are scheduled to take out the end of June. Time frame of repair is two to three months from time out to time in. Windows should be installed by September. Doug DeDe mentioned the light behind the window should be on a timer/sensor. Gary Bannon will look into.
4. Rooms 236-239: Rooms are finished and have potential tenants looking at space. Room 236 will be used for the Senior Center, just looking at budget for rent costs.
5. 2nd Floor Ceiling: Looking for contractor to fix hole. Doug DeDe suggested Gary Avery.



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Tenants Collaborative: Steve Pruyne

Judy Zalansky did not attend the May meeting. A blood drive was held here at the McConnell Center and was very well attended, having to turn some people away due to time constraint. Talked about installing two brochure Kiosks in the door 7 and door 3 lobby's. Next meeting is in June and there are no meetings in July or August.

Financial Report: Gary Bannon

The net balance at the end of April was \$362,719. The end of year debt will take 90% of the net balance leaving us right on budget. Doug DeDe suggested including the amortization balance of the bond in the materials for the next meeting.

OLD BUSINESS:

Budget Process: Gary Bannon

The McConnell Center should be okay. Budget schedule will be May 29th for first full workshop and June 5th for budget adoption. The budgeted room rental fees are as follows:

1. Tenants: Free for occasional use
2. Non-Profit Related to Tenant (Mission Sponsored by Tenant): Free on limited basis
3. Non-Profit not Related: Room 323 \$10/hr Cafeteria \$30/hr
4. Non-Profit not Related: Room 323 \$20/hr Cafeteria \$40/hr
5. For Profit: Room 323 \$30/hr Cafeteria \$60/hr

Krista Trefethen books the rooms.

NEW BUSINESS:

Classes of 1962 and 63 Proposal to Donate Trees: Gary Bannon

Class of 1962 held reunion here at the McConnell Center with Gary giving history and walkthrough of the building. Class of 1963 reunion will take place in the fall. Both classes are interested in donating two identical looking trees.

The Senior Center members adopted a spot; Patio Planter area and also redoing the smoking area.

Joe Tenuta mentioned if use bricks instead of Granite in front of building sell bricks for names as a community service to generate income for the McConnell Center.

Doug DeDe suggested using regular stop signs in the parking lot.

Cora Quisumbing-King attended the Energy Commission meeting and they mentioned the McConnell Center energy savings. She had a copy of the report if anyone wanted to look at it.



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Gary Bannon mentioned the custodial contract has gone out to bid. There will be a mandatory on site walkthrough. Bids are due the first week of June and will go to Council June 26th. Gary has been very happy with Coheco Falls Janitorial but still has to go out to bid for three year contract.

NH Association of the Blind has also adopted a spot. Gary explained area using chart.

Next meeting will be Monday June 24th.

ADJOURN:

Doug DeDe made motion to adjourn. Motion seconded by Joe Tenuta. Motion passed unanimously. Time adjourned was 7:41pm.