

**Goffstown Public Library Board of Trustees
Building & Facilities Committee
Meeting Agenda – August 4, 2021**

Call to order 6:30 p.m.

In attendance: Samantha Homan, Don Descoteaux, Marc Van De Water (via phone), Dianne Hathaway (Library Director)

Old Business

1. Approval of minutes from July 21, 2021
 - a. Motion to approve by M. Van De Water, seconded by D. Descoteaux – motion passed unanimously
2. Outstanding building updates – no new updates
 - a. Cleanup near parking lot
 - i. Clean-up to be done by the town groundskeeper, but is TBD based on his schedule.
 - b. Radiant flooring repair
 - i. Replacement thermostat has been ordered and once it's in, the electrician will return to complete the repair.

New business

1. Building Committee recruitment
 - a. Michael York agreed to serve.
 - b. Will need 1 additional member from the community.
 - i. Could talk with members of the historical society board to see if they're interested or could recommend someone.
 - ii. Don offered to speak with Heather Hunter.
2. Updates from Dianne
 - a. Exterminator returned yesterday to remove a hornet next near the emergency stairwell.
 - b. Door repair is ongoing. Contact at Northeast Door is on leave, and the substitute contact has to check with a supervisor.
 - i. Don will solicit a quote to repair the door from a welder.
 - c. Dianne is prepared with an RFP to change cleaning companies, as the current company is not meeting expectations, despite numerous complaints.
 - i. In RFP, clarify clean and sanitize, as opposed to just clean, and change spelling of Murphy's Oil Soap.
 - ii. Motion to approve RFP, as amended, by S. Homan, seconded by M. Van De Water – motion passed unanimously
3. Open forum

Adjourned at 6:49 p.m.