

Draft Minutes for Administrative and Finance Committee Meeting
Goffstown Public Library Third Floor Meeting Room at 10:30 pm on 06/14/2022

Attendance: Aimee Huntemann, Minute Taker; Kathy Coughlin, Chair; Dianne Hathaway, Library Director

Call to Order: 10:30 pm

Old Business:

1. Approval of Minutes from 5/05/2022.

Kathy Coughlin made a motion to accept the minutes for 05/05/2022, Aimee Huntemann seconded. Motion approved 2-0-0.

New Business

2. CIP

- Kathy discussed her presentation to CIP (scheduled for 6/16/22 at 6 pm).
- We will bring the drawings for the plans to the presentation.
- Dianne will bring a Status of the Expansion hand out for the CIP members with mini drawings of the plans.
- Kathy will add mention of SMP to presentation when she talks about the plans.
- Kathy will be ready with answers about meeting spaces.
- We will have a timeline laid out for CIP.
- Discussion of strategy, timeline and recommendations.
- Adam Jacobs recommends that we have cost per household numbers to show the likely cost to the average taxpayer for the Deliberative Session.

Aimee made a motion to recommend that the LBOT goes to CIP with a plan to go for a full bond in 2023 for all construction/project. Kathy seconded. Motion approved 2-0-0.

3. Parking Lot

- Work on Marketing Consultant RFP.

4. Action Items:

- Kathy will email the Finance Director to clarify how the bond works and if you can draw a portion at a time to avoid interest.
- Kathy will ask Samantha to schedule a working meeting to be a bond training workshop with the Finance Director.
- Talk about Market Adjustment for 2023 at next meeting.

Motion to Adjourn: 11:46 pm

Next Meeting: Wednesday, June 22, 2022 at 1:00 pm.

Minutes submitted by: Aimee Huntemann