

## **Keene Library Annex Advisory Committee Meeting April 12, 2017**

**Present:** Sally Miller, Chair; Nancy Vincent; Jill Cielinski; Paul Henkel; Med Kopczinski; Paul Ledell; Scott Martin; Kathleen Packard; Jane Pitts; Judy Putnam. Minutes: Sean Wiley. Guests: Dita Englund; Patty Farmer.

**Minutes:** A motion was duly made and seconded to approve the minutes of the March 8, 2017 meeting. Passed unanimously.

**Development Agreement:** very close to a final agreement. One of the last details is to determine whether any New Markets Tax Credit money can be spent on elements of the HVAC upgrade in the existing Library, given that the system for the whole complex is one unit. NMTC can be applied toward anything owned by MEDC, so options are being reviewed.

When the development agreement is complete, the Trustees and the Friends will both need to convene in order to vote on its approval.

**Historic Tax Credits:** The project did not meet the criteria for receiving historic tax credits. Jack Dugan did everything he could.

**Furnishing and Equipment Groups:** These meetings have been on hold while Jeff Hoover finished required work on final design and drawings. The plan had been to resume next week, but many people will be unable to meet then, so Nancy will coordinate with Jeff to find time the week of April 24.

**New Markets Tax Credits:** Financing is determined based upon the Maximum Guaranteed Price, so the NMTC process is holding until Engelberth can provide it. The formal bid packets went out today. GMP is due by May 5.

**Library Project Review Committee:** This committee will meet next at 9 am, Wednesday, May 17. The timeline is still calling for a July 26 start-of-construction date. Med asked whether Engelberth will provide a construction schedule along with the GMP. Nancy thought so. Med also mentioned a program called Critical Path which would allow the creation of a diagrammatic schedule.

**Fundraising:** Patty reported reaching 87% of goal, or \$4,352,701.60. This figure represents gifts and pledges, as well as money from the matching fund challenge.

Jane mentioned that Patty's contract will be complete on April 30. Jill, Sally, Judy, and Med all spoke of the exemplary work Patty has done overseeing this successful campaign. The group applauded Patty.

Julie Dickson has been hired at 12 hours/month to take over administration and gift acknowledgment for the remainder of the campaign.

KLAAC will meet in May.

**Adjournment:** A motion to adjourn was duly made and seconded and approved unanimously.

Respectfully submitted,  
Sean Wiley