

VETERANS MEMORIAL COMMISSION  
MONDAY, JANUARY 10, 2022 AT 5:15 P.M.  
Drake Community Library

**Optional** - Join Zoom Meeting

<https://zoom.us/j/99464386841?pwd=QVR5c29kZU1vaDBlcVhMTjN2dzExQT09>

Meeting ID: 994 6438 6841

Passcode: 089585

Dial by your location

+1 312 626 6799 US (Chicago)

TENTATIVE AGENDA

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Roll Call:

Leo Lease \_\_\_\_\_ Gwen Rieck \_\_\_\_\_ Randall Hotchkin \_\_\_\_\_ Teresa Coon \_\_\_\_\_

1. Perfecting and Approval of Agenda
2. Approve minutes from Monday, Dec. 13, 2021
3. Monthly budget report
4. Greater Poweshiek Community Foundation (GPCF) Monthly Balance Report
5. Approve bills for payment
  - Alliant Energy                      \$54.85 (paid 12/17/21)
  - RDG INV #49408                      \$1526.5 (paid 1/3/22)
6. RDG Architects – Update and Consideration of renovation issues needing direction
7. Marketing & Fundraising – Update
8. Consider Resolution of Thanks:

BE IT RESOLVED THAT, we, the members of the Veterans Memorial Commission of the City of Grinnell, express our sincere thanks to the members of the Grinnell and greater Grinnell community for supporting the campaign to renovate the Grinnell Veterans Memorial Building.
9. Inquiries:

*(All inquiries or comments are limited to two minutes per person and those wishing to speak must be recognized by the chair before beginning – In addition, no action shall be taken).*
10. Adjournment:

Next Meeting: Feb. 14, 2022

VETERANS MEMORIAL COMMISSION  
MONDAY, DECEMBER 8, 2021 AT 5:15 P.M.  
Drake Community Library  
And via Zoom

**MINUTES**

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Attendance: Present: Randy Hotchkin, Gwen Rieck, Dr. Teresa Coon, Leo Lease; Absent: Terry Stringfellow

1. **Perfecting Agenda:** Lease asked that #8 be added to the agenda. MOTION to approve updated agenda by Rieck, second by Hotchkin, all ayes, motion carried.
2. **Approve Minutes:** MOTION to approve November 8, 2021 minutes by Reick, second by Lease, all ayes, motion carried.
3. **Monthly Budget Report:** Balance of \$167,102
4. **Greater Poweshiek Community Foundation:** Monthly balance report: \$1,932,217.38, balance includes donations, pledges, levy, and grants.
5. **Approval of bills:**
  - Alliant Energy \$52.25 (paid 11/19/21)
  - RDG INV 49260 \$2258.80 (paid 12/6/21)
  - GPCF INV 12715 \$1000.00

MOTION to approve by Lease, second by Hotchkin, all ayes, motion carried.

6. **RDG Architects - Update:** Lacina discussed donor recognition and future concerns of the building.
7. **Marketing & Fundraising Update:** no update
8. **Thank-You:** Lease wanted to make a resolution to thank the community for supporting the fundraising project.
9. **Inquiries:** none
10. **Adjournment:** MOTION by Rieck, second by Hotchkin, all ayes, motion carried.

Next meeting: January 10, 2022



**Veteran's Memorial Building YTD Budget Report  
Fiscal Year 2021 - 2022**

		2020-2021 ACTUAL	2021-2022 BUDGET	YTD ACTUAL	Proposed Bills list 02/07/22	2021-2022 REMAINING BUDGET
<b>Beginning Balance</b>		\$ 98,146	\$ 89,959	\$ 89,959		-
Revenues:						
002-3.470.2.4461	VM - Grants Non-Govt	\$ -	\$ -	\$ -	\$ -	\$ -
002-3.470.2.4705	VM - Contribution Priv	-	-	-	-	-
002-3.470.2.4720	Vets Mem - Ins Collections	1,294	-	-	-	-
002-3.470.2.4780	Other Miscellaneous Revenue	-	-	-	-	-
002-3.470.4.4020	Vets Mem - Property Tax	153,660	122,864	84,710	-	-
002-3.470.4.4060	Vets Mem - Excise Tax	1,197	1,765	1,005	-	-
002-3.470.4.4300	Vets Mem - Interest Earned	644	1,000	467	-	-
002-3.470.4.4432	Vets Mem - Rollback Rep	5,291	6,629	2,669	-	-
<b>Total Revenues</b>		\$ 162,086	\$ 132,258	\$ 88,851		\$ -
Expenditures:						
002-4.470.2.6371	Utilities	418	1,600	338	-	1,262
002-4.470.2.6402	Ads & Legals	1,600	-	-	-	-
002-4.470.2.6409	General Insurance	1,825	1,916	-	-	1,916
002-4.470.2.6420	Consulting/Professional Fees	165,141	125,000	3,333	-	121,667
002-4.470.2.6428	Misc Cont Work i.e. Fundraising	1,289	-	900	-	(900)
002-4.470.2.6445	Refunds	-	-	-	-	-
002-4.470.2.6513	Misc Supplies & Materials	-	4,000	-	-	4,000
002-4.470.3.6570	Building Improvements	-	1,000	-	-	1,000
<b>Total Expenditures</b>		\$ 170,273	\$ 133,516	\$ 4,571	\$ -	\$ 128,945
002-4.910.5.6911	Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Transfers</b>		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures and Transfers Out</b>		\$ 170,273	\$ 133,516	\$ 4,571	\$ -	\$ 128,945
<b>Ending Balance</b>		\$ 89,959	\$ 88,701	\$ 174,239		

\*Note - Misc Contract and Building Imp budget amounts have been adjusted according to where expenses are incurred.

**Statement of Activity**

**Grinnell Veterans Memorial Commission Building Campaign**  
**November 01, 2021 through November 30, 2021**

**Fund Activity Summary**

	<u>Nov 2021</u>	<u>Jul 2021</u>
<b>Beginning Balance</b>	518,231.07	379,966.39

**Additions to Fund**

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Donations	11,220.00	72,713.96
Grant Revenue	0	2,000.00
Pledges	11,220.00	89,811.40
<b>Totals</b>	<b>22,440.00</b>	<b>164,525.36</b>

**Disbursements**

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Administrative Fee Expense	568.70	4,358.37
Advertising & Marketing Expenses	0	25.20
Other Expenses	4.70	10.51
<b>Totals</b>	<b>573.40</b>	<b>4,394.08</b>

<b>Net Change</b>	<b>\$21,866.60</b>	<b>\$160,131.28</b>
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<b>Ending Balance</b>	<b>\$540,097.67</b>	<b>\$540,097.67</b>
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## Fund Financial Information

### Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Cash, Checking, & Savings	315,779.71
Net Pledges Receivable	224,317.96
<b>Total</b>	<b>540,097.67</b>

### Outstanding Fund Liabilities

No outstanding liabilities for the fund

## Fund Activity Detail

### Donations

<u>Date</u>	<u>Donor</u> <u>Description</u>	<u>Amount</u>
11/5/2021	Cadmus, Nancy Online Donation	200.00
11/10/2021	Behrens, Russell and Brua-Behrens, Nicole	84.00
11/18/2021	Peak, Dale	20.00
11/18/2021	Wes Finch Auto Plaza	1,000.00
11/26/2021	Menner, Bill and Tish, Barb	70.00
11/30/2021	Britton, George and JoAnn	1,000.00
11/30/2021	Coon, Teresa and Van Donselaar, Roger	9,000.00
<b>Total Donations</b>		<b>11,374.00</b>

### Grants Awarded

No grants awarded in the statement period



November 30, 2021  
 Project No: R3002.689.00  
 Invoice No: 49408

Russ Behrens  
 City Manager  
 City of Grinnell  
 520 4th Avenue  
 Grinnell, IA 50112

Project R3002.689.00 Grinnell, City of - Vets Memorial Bldg Renov  
Professional Services through November 30, 2021  
 Fee

Billing Phase	Fee	Billed %	Earned	Prior Fee	Current Fee
Schematic Design	45,000.00	100.00	45,000.00	45,000.00	0.00
Design Development	45,000.00	100.00	45,000.00	45,000.00	0.00
Construction Documents	112,500.00	100.00	112,500.00	112,500.00	0.00
Bidding/Negotiation	15,000.00	45.1767	6,776.50	5,250.00	1,526.50
Contract Administration	82,500.00	0.00	0.00	0.00	0.00
<b>Total Fee</b>	<b>300,000.00</b>		<b>209,276.50</b>	<b>207,750.00</b>	<b>1,526.50</b>
<b>Total Fee</b>					<b>1,526.50</b>
<b>Total this Invoice</b>					<b>\$1,526.50</b>

**Outstanding Invoices**

Number	Date	Balance
49260	10/31/2021	2,258.80
<b>Total</b>		<b>2,258.80</b>

Vets Mem Bldg Renov  
 002-4.470.2.6420  
 Fee

