

VETERANS MEMORIAL COMMISSION
MONDAY, MARCH 8, 2021 AT 5:15 P.M.
Via Zoom

Topic: Veterans Memorial Commission
Time: Mar 8, 2021 05:15 PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/97998825867?pwd=Ujc0TkVURIRXUm12VDVtdzc0WDBxQT09>

Meeting ID: 979 9882 5867

Passcode: 119766

One tap mobile

+13017158592,,97998825867#,,,,*119766# US (Washington DC)

+13126266799,,97998825867#,,,,*119766# US (Chicago)

Dial by your location

+1 312 626 6799 US (Chicago)

Find your local number: <https://zoom.us/j/97998825867>

TENTATIVE AGENDA

Roll Call:

Terry Stringfellow _____ Leo Lease _____ Gwen Rieck _____ Randall Hotchkin _____ Teresa Coon _____

1. Perfecting and Approval of Agenda
2. Approve minutes from Monday, February 8, 2021
3. Monthly budget report
4. Greater Poweshiek Community Foundation Monthly Balance Report
5. Approve bills for payment
 - RDG INV#48198 \$16,987.50 (paid 3/1/21)
 - Amperage INV#028416 \$5547.40 (paid 3/1/21)
 - Liability Insurance Premium \$1825.00 (paid 3/1/21)
6. RDG Architects – Update
7. Marketing & Fundraising – Update
8. Prairie Star – Update
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: April 12, 2021

VETERANS MEMORIAL COMMISSION
MONDAY, FEBRUARY 8, 2021 AT 5:15 P.M.
VIA ZOOM

MINUTES

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

1. **Perfecting Agenda:** MOTION to approve agenda by Rieck, second by Lease, all ayes, motion carried.
2. **Approve Minutes:** MOTION to approve January 11, 2021 minutes by Hotchkin, second by Lease, all ayes, motion carried.
3. **Monthly Budget Report:** Coon reported balance of \$54,752.
4. **Greater Poweshiek Community Foundation:** Report by Nicole Behrens, total balance of \$952,869. This includes donations, grant, and pledges.
5. **Approval of bills:**
 - i. RDG INV#48112 \$32,512.50 (paid 2/1/21)
 - ii. Amperage INV#028184 \$252.59 (paid 2/1/21)MOTION to approve by Rieck, second by Hotchkin, all ayes, motion carried.
6. **Discuss Fiscal Year 2021/22 Proposed Budget:** After discussion it was recommended to propose a budget of \$153,360. MOTION to accept proposed budget by Lease, second by Rieck, all ayes, motion carried.
7. **RDG Architects - Update:** Since last meeting Matt Coen of RDG advises that in order to proceed efficiently and to hold together the team already working on the building's renovation design, it is best that they finish their design and bid documents now rather than stopping and waiting until we're ready to get bids. T. Lacina thinks this is okay because (1) we've arrived at a very nice and simple design for the renovation, (2) having received the Great Places grant, and now surpassing a million dollars in support, the likelihood of fundraising success has significantly increased, (3) having the design will make it easy to move forward with bidding and (4) we have the levy funds available to pay for this. MOTION by Hotchkin to finish the design documents, second by Lease, all ayes, motion carried.
8. **Marketing & Fundraising Update:** Contact with the following is being made: Grinnell Mutual Reinsurance, Grinnell College, Knapp. Mailing to arts individuals and veterans will go out next week.
9. **Prairie Star Update:** Lacina has written to Iowa Gold Star and talked to Pete Brownell.
10. **Inquiries:** none
11. **Adjournment:** MOTION by Lease, second by Hotchkin, all ayes, motion carried.

Next meeting: March 8, 2021



**Veteran's Memorial Building YTD Budget Report
Fiscal Year 2020 - 2021**

	2019-2020 ACTUAL	2020-2021 REESTIMATED BUDGET	YTD ACTUAL	Proposed Bills list 04/05/21	2020-2021 REMAINING BUDGET
Beginning Balance	\$ 45,368	\$ 98,145	\$ 98,145		-
Revenues:					
002-3.470.2.4461 VM - Grants Non-Govt	\$ 1,200	\$ -	\$ -	\$ -	\$ -
002-3.470.2.4705 VM - Contribution Priv	-	-	-	-	-
002-3.470.2.4720 Vets Mem - Ins Collections	-	1,294	1,294	-	-
002-3.470.2.4780 Other Miscellaneous Revenue	-	-	-	-	-
002-3.470.4.4020 Vets Mem - Property Tax	109,197	117,467	85,744	-	-
002-3.470.4.4060 Vets Mem - Excise Tax	1,151	1,750	619	-	-
002-3.470.4.4300 Vets Mem - Interest Earned	500	800	451	-	-
002-3.470.4.4432 Vets Mem - Rollback Rep	4,711	2,645	2,645	-	-
Total Revenues	\$ 116,759	\$ 123,956	\$ 90,753		\$ -
Expenditures:					
002-4.470.2.6371 Utilities	1,144	1,500	244	-	1,256
002-4.470.2.6402 Ads & Legals	-	1,600	1,600	-	-
002-4.470.2.6409 General Insurance	800	1,825	1,825	-	-
002-4.470.2.6420 Consulting/Professional Fees	61,052	160,000	153,119	-	6,881
002-4.470.2.6428 Misc Cont Work i.e. Fundraising	-	768	768	-	-
002-4.470.2.6445 Refunds	-	-	-	-	-
002-4.470.2.6513 Misc Supplies & Materials	986	4,000	-	-	4,000
002-4.470.3.6570 Building Improvements	-	1,000	-	-	1,000
Total Expenditures	\$ 63,982	\$ 170,693	\$ 157,556	\$ -	\$ 13,137
002-4.910.5.6911 Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures and Transfers Out	\$ 63,982	\$ 170,693	\$ 157,556	\$ -	\$ 13,137
Ending Balance	\$ 98,145	\$ 51,408	\$ 31,342		

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



January 31, 2021
 Project No: R3002.689.00
 Invoice No: 48198

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 January 31, 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	92.00	103,500.00	86,512.50	16,987.50
Bidding/Negotiation	15,000.00	0.00	0.00	0.00	0.00
Contract Administration	82,500.00	0.00	0.00	0.00	0.00
Total Fee	300,000.00		193,500.00	176,512.50	16,987.50
Total Fee					16,987.50
Total this invoice					\$16,987.50

Vets Mem Bldg Renov
 002-4.470.2.6420
 AW





AMPERAGE

MOVE THE NEEDLE

Grinnell Veterans Memorial Commission
520 4th Avenue West
Grinnell, IA 50112

INVOICE

Invoice Number : 028416
Date : 2/22/2021 Due : 3/24/2021
Page : 1 of 1
Reference: Ann Wingerter
Client PO:
AE: Justin Tolan

Current

Job: 016209 - GVMC - Presidents' Day Mailing
Component: 001 - GVMC - Presidents' Day Mailing
AMPERAGE Creative Services

Sub-Total 5,547.40

Total for Job/Component: 5,547.40

Total	\$5,547.40
-------	------------

*Creative Svcs
002 - 4,470.26 + 70
Aed*

Please remit payment to:
6711 Chancellor Drive
Cedar Falls, Iowa 50613



Billing inquires to:
AMPbilling@amperagemarketing.com
Unpaid balance at 1.5% per month

Sharon Mealey

From: Barb Flander
Sent: Tuesday, February 23, 2021 2:55 PM
To: Sharon Mealey
Subject: VET BLDG EXP
Attachments: AMPERAGE INV #028416.pdf

Sharon,

Amperage bill will be paid on 3/1/21 for the Vet's bldg. - \$5547.40

The general liability insurance premium for the veteran building is \$1825.00 which will be paid on 3/1/21. We do not have a specific invoice for their portion – reason for increase over last year is the city received an overall increase of 13%

Let me know if you need anything further.

Thanks,
Barb Flander
Accounting Clerk
520 4th Avenue
City of Grinnell
641-236-2600
641-236-2626 – fax
bflander@grinnelliowa.gov