

VETERANS MEMORIAL COMMISSION  
MONDAY, MARCH 9, 2020 AT 5:15 P.M.  
IN THE COMMUNITY ROOM  
OF THE DRAKE COMMUNITY LIBRARY

TENTATIVE AGENDA

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Roll Call:

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

1. Perfecting and Approval of Agenda
2. Approve minutes from Monday, February 10, 2020
3. Monthly budget report
4. Greater Poweshiek Community Foundation Monthly Balance Report
5. Approve bills for payment
  - Alliant \$102.97 (paid 2/21/20)
  - Amperage INV 025326 \$202.47 (paid 3/2/20)
  - RDG INV 46788 \$3606.96 (paid 3/2/20)
  - Total Choice INV 198285 \$2.18 (paid 3/2/2020)
6. Amperage Marketing & Fundraising Steering Committee – Kick Off Event April 16th
7. RDG Architects – Consider Building Inspection at cost of \$1950.00
8. Consider Patriots Day Request
9. Veteran Walking Sticks Project – update
10. 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).*
11. Adjournment:

Next Meeting: Apr. 13, 2020 at the Drake Community Library Community Room.

VETERANS MEMORIAL COMMISSION  
MONDAY, FEBRUARY 10, 2020 AT 5:15 P.M.  
IN THE COMMUNITY ROOM  
DRAKE COMMUNITY LIBRARY

**MINUTES**

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Meeting was called to order at 5:15pm. Present: Leo Lease, Randy Hotchkin, Gwen Rieck, Dr. Teresa Coon Absent: Terry Stringfellow

1. **Perfecting Agenda:** Agenda approved. MOTION by Coon, second by Rieck, all ayes, motion carried.
2. **Approve Minutes:** Remove inaccurate motion by Stringfellow and second by Hotchkin under payment of bills (copy & paste error by city administration). Minutes from Monday, Jan. 13, 2020 approved as corrected. MOTION by Hotchkin, second by Coon, all ayes, motion carried.
3. **Monthly Budget Report:** Balance of \$67,782.00. MOTION to approve by Rieck, second by Coon, all ayes, motion carried.
4. **Greater Poweshiek Community Foundation:** Behrens reported a balance of \$403,850.00 includes donations paid, pledges, and levy
5. **Approval of bills:**
  - Alliant \$92.68 (paid 1/17/20)
  - Amperage INV 024913 \$7474.88 (paid 2/3/20)
  - Total Choice INV 197126 \$3.27 (paid 2/3/20)
  - Total Choice INV 197821 \$7.00MOTION to approve by Hotchkin, second by Coon, all ayes, motion carried.
6. **Amperage Marketing & Fundraising Update:** Next meeting February 19, 2020 at 5:30 p.m.
7. **RDG Architects Update:** no report
8. **Fundraising Steering Committee Update:** Lacina reported the date of April 16, 2020 to launch the public fundraising has been identified but approval of the date is required from the commission. MOTION to accept the date by Hotchkin, second by Coon, all ayes, motion carried.
9. **Veteran Walking Sticks Project – Update:** no report
10. **Inquiries:** none
11. **Adjournment:** MOTION by Coon, second by Rieck, all ayes, motion carried.

Next meeting: March 9, 2020 at the Drake Community Library, Community Room



**Veteran's Memorial Building YTD Budget Report  
Fiscal Year 2019 - 2020**

		2018-2019 ACTUAL	2019-2020 BUDGET	YTD ACTUAL	Proposed Bills list 03/02/20	2019-2020 REMAINING BUDGET
<b>Beginning Balance</b>		\$ (1,054)	\$ 45,367	\$ 45,367		-
Revenues:						
002-3.470.2.4461	VM - Grants Non-Govt	\$ -	\$ 1,200	\$ 1,200	\$ -	\$ -
002-3.470.2.4705	VM - Contribution Priv	13,067	-	-	-	-
002-3.470.2.4780	Other Miscellaneous Revenue	-	-	-	-	-
002-3.470.4.4020	Vets Mem - Property Tax	109,489	109,209	61,073	-	-
002-3.470.4.4060	Vets Mem - Excise Tax	1,084	1,674	602	-	-
002-3.470.4.4300	Vets Mem - Interest Earned	1,690	1,500	286	-	-
002-3.470.4.4432	Vets Mem - Rollback Rep	4,606	2,356	2,356	-	-
<b>Total Revenues</b>		\$ 129,936	\$ 114,739	\$ 65,517		\$ -
Expenditures:						
002-4.470.2.6371	Utilities	1,087	2,000	775	-	1,225
002-4.470.2.6409	General Insurance	1,267	800	-	-	800
002-4.470.2.6420	Consulting/Professional Fees	81,161	89,047	44,587	-	44,460
002-4.470.2.6428	Misc Cont Work i.e. Fundraising	-	-	-	-	-
002-4.470.2.6445	Refunds	-	-	-	-	-
002-4.470.2.6513	Misc Supplies & Materials	-	4,000	986	-	3,014
002-4.470.3.6570	Building Improvements	-	1,000	-	-	1,000
<b>Total Expenditures</b>		\$ 83,515	\$ 96,847	\$ 46,348	\$ -	\$ 50,499
002-4.910.5.6911	Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Transfers</b>		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures and Transfers Out</b>		\$ 83,515	\$ 96,847	\$ 46,348	\$ -	\$ 50,499
<b>Ending Balance</b>		\$ 45,367	\$ 63,259	\$ 64,536		

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

Fund Balance as of January 31st, 2020  
 Grinnell Veterans Memorial Commission Building Campaign - 0136

	Current Period	YTD
Gifts	0.00	25,685.00
Pledge Income	0.00	106,520.00
Investment Income (Loss)	6.96	61.76
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Total Revenues	6.96	132,266.76
Administrative Cost Share	0.00	5,610.25
Bank Charges/Online Donation Fees	0.00	2.69
Office Supplies	0.00	48.45
On-Site Meeting Expenses	0.00	230.04
Postage	0.00	38.60
Printing & Reproduction	5.01	765.36
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Total Expenses	5.01	6,695.39
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Net Income (Loss)	1.95	125,571.37
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Beginning Fund Balance		80,149.90
Net Income (Loss)		125,571.37
Ending Fund Balance		205,721.27
Net Pledges Receivable		114,204.00

## Grinnell Veterans Memorial Commission Building Campaign - 0136

Type	Name	Date	Amount
Gift	Paul Levy	07/25/2019	1,000.00
Gift	Betty Hammond	08/07/2019	1,000.00
Gift	Clem and Leona Bodensteiner	08/27/2019	50.00
Gift	Dorothy W. Williams	09/26/2019	100.00
Gift	Rachel Bly and Bob Hamilton	09/30/2019	60.00
Gift	Michael Dalen	10/08/2019	100.00
Gift	Jo Ann Cogley-Hunter	10/08/2019	25.00
Gift	Eleanor Osland	10/10/2019	250.00
Gift	Nancy Hendrickson	10/15/2019	1,000.00
Gift	Darla Pearce	10/15/2019	10.00
Gift	Transfer from GPCF Spirit of Giving Event	10/31/2019	15.00
Gift	Larry and Peggy Black	11/07/2019	1,000.00
Gift	Larry and Peggy Black	11/07/2019	1,000.00
Gift	Dan and JoAnn Becker	11/25/2019	10,000.00
Gift	Miscellaneous Receipts	11/25/2019	15.00
Gift	Rachel Bly and Bob Hamilton	12/31/2019	60.00
Gift	The Merlin and Verna Manatt Family Foundation	12/31/2019	10,000.00
** Total Gifts			25,685.00
Pledge	Sarah Joan Baker	09/12/2019	30,000.00
Pledge	Bill Lannom	09/24/2019	750.00
Pledge	George and Sue Drake	10/01/2019	5,000.00
Pledge	John and Alice DeRooi	10/08/2019	1,500.00
Pledge	Bill Menner and Barb Tish	10/08/2019	2,520.00
Pledge	American Legion #53	12/16/2019	37,000.00
Pledge	Kent and Katherine McClelland	12/31/2019	25,000.00
Pledge	Raffety/Veldboom Family	12/31/2019	5,500.00
Pledge	George and JoAnn Britton	01/14/2020	1,500.00
** Total Pledges			108,770.00

Creative Sucs  
002-4.470.2.6420  
Jew



**AMPERAGE**  
MOVE THE NEEDLE

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

**INVOICE**

Invoice Number : 025326  
Date : 2/10/2020      Due : 3/11/2020  
Page : 1 of 1  
Reference: Ann Wingerter  
Client PO:  
AE: Justin Tolan

**Current**

Job: 011745 - GVMC - Monthly Expenses  
Component: 001 - GVMC - Monthly Expenses

Description:  
AMPERAGE Creative Services \$202.47  
Includes travel & hotel January 2020

Total for Job/Component: **202.47**

Sub-Total **202.47**

**Total \$202.47**

**Please remit payment to:**

6711 Chancellor Drive  
Cedar Falls, Iowa 50613



**Billing inquires to:**

AMPbilling@amperagemarketing.com  
Unpaid balance at 1.5% per month



VETS MEM BLDG RENOV  
 002-4.470-2.650  
 Fee

January 31, 2020  
 Project No: R3002.689.00  
 Invoice No: 46788

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, 2020**  
**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	34.575	15,558.75	11,970.00	3,588.75	
Construction Documents	112,500.00	0.00	0.00	0.00	0.00	
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	
<b>Total Fee</b>	<b>300,000.00</b>		<b>60,558.75</b>	<b>56,970.00</b>	<b>3,588.75</b>	
			<b>Total Fee</b>			<b>3,588.75</b>
<b>Reimbursable Expenses</b>						
Printing					18.21	
	<b>Total Reimbursables</b>				<b>18.21</b>	<b>18.21</b>
				<b>Total this Invoice</b>		<b>\$3,606.96</b>



Printing - Cane Labels  
002-4.470.2.6513  
AW

**Barb Flander**

**From:** TOTAL CHOICE SHIPPING AND PRINTING <mailserver@notify.postalmate.net>  
**Sent:** Monday, February 17, 2020 2:31 PM  
**To:** Barb Flander  
**Subject:** INVOICE

e-Receipt

TOTAL CHOICE SHIPPING  
AND PRINTING  
800 FOURTH AVENUE  
Grinnell, IA. 50112  
SHIPPING: 641-236-7447  
PRINTING: 641-236-3985

INVOICE 2383  
PO: LEO LEASE  
2 SHEETS OF CANE LABELS  
LARGE FORMAT PRINTING 2.18  
  
SUBTOTAL 2.18  
TAX 0.00  
TOTAL 2.18  
TEND Acct - Credit 2.18  
Credit account: Account 1  
Open balance: 306.86

Total shipments: 0  
City of Grinnell  
Alicia 02/17/2020  
#198285 02:30 PM  
Workstation: 31 -  
Auxiliary workstation 31

Signature \_\_\_\_\_

\*\*\*\*\*  
Thank you for your business  
\*\*\*\*\*  
Let us quote your next printing project!

Sharon,

Would you please add these two items to our agenda for March 9th?

Thanks,

Leo

1. \$1950 more for RDG building inspection.

MOTION: To retain RDG to perform an updated structural evaluation of the Veterans Memorial Building with respect to suitability for renovation and necessary stabilization.

2. Request to city to designate an official "Patriots Day," April 16th, to coincide with Norman Bates 155th anniversary of Medal of Honor action.

WHEREAS: The Grinnell Veterans Memorial Commission supports the establishment and perpetuation of an appropriate veterans memorial and

WHEREAS: GVMC recognizes the value of both military and community service and endorses yearly recognition for all of Grinnell's Patriots both living and historical

BE IT RESOLVED: GVMC requests that the City of Grinnell designate April 16th, the anniversary of Norman Francis Bates heroic actions for which he was awarded the Congressional Medal of Honor, as an official "Patriot's Day" to be observed hereafter on that date.