

VETERANS MEMORIAL COMMISSION
MONDAY, APRIL 12, 2021 AT 5:15 P.M.
Via Zoom

Topic: Veterans Memorial Commission
Time: Apr 12, 2021 05:15 PM Central Time (US and Canada)

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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, March 8, 2021
3. Monthly budget report
4. Greater Poweshiek Community Foundation Monthly Balance Report
5. Approve bills for payment – none submitted
6. Consider Building Access Resolution:
All prior restrictions of the Commission as to the City and its staff entering the Veterans Memorial Building are now modified to provide that the City and its staff may enter the Veterans Memorial Building upon approval of the Mayor or the City Manager for any purpose related to the building. Further, the City and its staff are authorized to enter the Veterans Memorial Building without approval of the Mayor or the City Manager at any time in case of actual or perceived emergency.
7. Consider repair or replacement of lights to shine on flag
8. Consider decision making process during building design phase
9. RDG Architects – Update
10. Marketing & Fundraising – Update
11. Prairie Star – Update
12. 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).
13. Adjournment:

Next Meeting: May 10, 2021

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

MINUTES

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

1. **Perfecting Agenda:** MOTION to approve agenda by Hotchkin, second by Rieck, all ayes, motion carried.
2. **Approve Minutes:** MOTION to approve February 8, 2021 minutes by Hotchkin, second by Rieck, all ayes, motion carried.
3. **Monthly Budget Report:** Coon reported balance of \$31,342.
4. **Greater Poweshiek Community Foundation:** Report by Nicole Behrens, total balance of \$958,788.
5. **Approval of bills:**
 - i. RDG INV#48198 \$16,987.50 (paid 3/1/21)
 - ii. Amperage INV#028416 \$5547.40 (paid 3/1/21)
 - iii. Liability Insurance Premium \$1825.00 (paid 3/1/21)MOTION to approve by Rieck, second by Hotchkin, all ayes, motion carried.

6. **RDG Architects - Update:** Matt Coen was bringing Derek Bond of MODUS Engineering on Wed. Mar. 3rd to access the building and requested the building be open for them. After much searching for a key to get into the building the situation was solved. After much discussion and agreeing more persons should have access to the building, Tom Lacina suggested a resolution to read:

All prior restrictions of the Commission as to the City and its staff entering the Veterans Memorial Building are now modified to provide that the City and its staff may enter the Veterans Memorial Building upon approval of the Mayor or the City Manager for any purpose related to the building. Further, the City and its staff are authorized to enter the Veterans Memorial Building without approval of the Mayor or the City Manager at any time in case of actual or perceived emergency.

This resolution will be considered at the next meeting.

7. **Marketing & Fundraising Update:** The Knapp foundation has been contacted. Grinnell Mutual Reinsurance Company declined.
8. **Prairie Star Update:** Lacina reported he is trying to get the relationship with the National Veterans Art Museum explored to see how it will relate to the residency.
9. **Inquiries:** A discussion was initiated by those present on ways the commission could do fundraisers for the building fund. Many good suggestions were entertained and will be considered in the future.
10. **Adjournment:** MOTION by Rieck, second by Hotchkin, all ayes, motion carried.

Next meeting: April 12, 2021



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

	2019-2020 ACTUAL	2020-2021 REESTIMATED BUDGET	YTD ACTUAL	Proposed Bills list 05/03/21	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	91,664	-	-
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	473	-	-
002-3.470.4.4432 Vets Mem - Rollback Rep	4,711	2,645	2,645	-	-
Total Revenues	\$ 116,759	\$ 123,956	\$ 96,695		\$ -
Expenditures:					
002-4.470.2.6371 Utilities	1,144	1,500	270	-	1,230
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	\$ 157,582	\$ -	\$ 13,111
002-4.910.5.6911 Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures and Transfers Out	\$ 63,982	\$ 170,693	\$ 157,582	\$ -	\$ 13,111
Ending Balance	\$ 98,145	\$ 51,408	\$ 37,258		

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