

VETERANS MEMORIAL COMMISSION  
MONDAY, MAY 13, 2019 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 Coons \_\_\_\_\_

1. Perfecting and Approval of Agenda
2. Approve minutes from Monday, Apr. 8, 2019
3. Election of Officers – Chair, Vice Chair, Recording Secretary
4. Monthly budget report
5. Greater Poweshiek Community Foundation Monthly Balance Report
6. Approve bills for payment
  - RDG \$10656.29 (paid 5/6/19)
7. Amperage Marketing & Fundraising - update
8. RDG Architects - update
9. Fundraising Steering Committee – update
10. Building Naming Opportunities
11. Business Plan Consultant Offer
12. Open Meeting Requirements
13. 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).*
14. Adjournment:

Next Meeting: Jun. 10, 2019 at the Drake Community Library Community Room.

VETERANS MEMORIAL COMMISSION  
MONDAY, APRIL 8, 2019 AT 5:15 P.M.  
IN THE COMMUNITY ROOM  
DRAKE COMMUNITY LIBRARY

**AGENDA**

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

1. **Perfecting Agenda:** Added agenda item: To hold Election for Secretary to fill a recent vacancy on the commission. **MOTION** by Stringfellow, second by Rieck: All Ayes, motion carried.

2. **MOTION** by Hotchkin, second by Rieck: To accept minutes from Monday, Mar 11, 2018 as presented. All Ayes, motion carried.

3. Monthly Budget Report: Lease reported a balance of \$62,823 remaining in 2018-2019 budget. Discussion involved the ICAP insurance item and the Commission portion of Grinnell city property.

4. **Greater Poweshiek Community Foundation** reports a balance of \$9,494.92.

5. **Approval of bills: MOTION** by Stringfellow, second by Hotchkin for payment of bills:

Alliant Energy	\$97.88 (paid 3/18/19)
Alliant Energy	\$79.26 (paid 4/8/19)
Amperage Marketing	\$7917.00 (paid 4/1/19)
RDG	\$11536.49 (paid 2/4/19)
ICAP (property insurance)	\$1267.41 (paid 4/1/19)

All Ayes, motion was carried.

6. **Amperage Marketing:** Discussion concerned organization for production of promotional materials. Filming for video is set for April 1.

7. **RDG Architects:** Discussion concerned the interconnected nature of fundraising goals and the need for Commission guidelines for producing specific building plans. Initial elevation and floorplans will be available soon.

8. **Fundraising Steering Committee:** Initial silent phase fundraising to begin soon with the delivery of architectural renderings and promotional printings.

9. **Election for Secretary: NOMINATION** by Hotchkin for Gwyn Rieck to the position of Secretary to the Grinnell Veterans Memorial Commission. No further nominations offered. All members present voted yes. Gwyn Rieck was elevated to the position of Secretary.

10. Inquiries: None

10. Adjournment: **MOTION:** Move to adjourn by Stringfellow, second by Rieck. All Ayes, Motion carried.

Next meeting May 13, 2019 at the Drake Community Library, Community Room.



**Veteran's Memorial Building YTD Budget Report  
Fiscal Year 2018 - 2019**

		2017-2018 ACTUAL	2018-2019 BUDGET	YTD ACTUAL	Proposed Bills list 06/03/19	2018-2019 REMAINING BUDGET
<b>Beginning Balance</b>		\$ -	\$ -	\$ -		\$ -
Revenues:						
002-3.470.2.4705	VM - Contribution Priv	\$ 16,184	\$ 13,067	\$ 13,067	\$ -	\$ -
002-3.470.2.4780	Other Miscellaneous Revenue	-	-	-	-	-
002-3.470.4.4020	Vets Mem - Property Tax	-	109,385	102,292	-	-
002-3.470.4.4060	Vets Mem - Excise Tax	-	1,752	1,084	-	-
002-3.470.4.4300	Vets Mem - Interest Earned	-	1,600	1,625	-	-
002-3.470.4.4432	Vets Mem - Rollback Rep	-	4,606	4,606	-	-
<b>Total Revenues</b>		\$ 16,184	\$ 130,410	\$ 122,674		\$ -
Expenditures:						
002-4.470.2.6371	Utilities	1,093	2,000	828	-	1,172
002-4.470.2.6409	General Insurance	800	1,267	1,267	-	-
002-4.470.2.6420	Consulting/Professional Fees	15,345	90,385	64,722	-	25,663
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	-	-	4,000
002-4.470.3.6570	Building Improvements	-	1,000	-	-	1,000
<b>Total Expenditures</b>		\$ 17,238	\$ 98,652	\$ 66,817	\$ -	\$ 31,835
002-4.910.5.6911	Transfers Out	\$ -	\$ -	\$ -		
<b>Total Transfers</b>		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures and Transfers Out</b>		\$ 17,238	\$ 98,652	\$ 66,817	\$ -	\$ 31,835
<b>Ending Balance</b>		\$ (1,054)	\$ 31,758	\$ 55,857		\$ (31,835)

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

Fund Balance as of March 31st., 2019  
 Grinnell Veterans Memorial Commission Building Campaign - 0136

	Current Period	YTD
Gifts	0.00	10,595.00
Investment Income (Loss)	0.00	4.18
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Total Revenues	0.00	10,599.18
Program Expenses	0.00	13,067.44
Administrative Cost Share	0.00	529.75
Bank Charges/Online Donation Fees	0.00	3.90
On-Site Meeting Expenses	44.69	91.83
Printing & Reproduction	1.44	7.89
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Total Expenses	46.13	13,700.81
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Net Income (Loss)	(46.13)	(3,101.63)
=====		
Beginning Fund Balance		12,450.42
Net Income (Loss)		(3,101.63)
Ending Fund Balance		9,348.79

## Grinnell Veterans Memorial Commission Building Campaign - 0136

Type	Name	Date	Amount
Gift	The Deb Lease Trust	08/14/2018	10,000.00
Gift	Benjamin and Arlene Guenther	10/08/2018	25.00
Gift	JoAnn Cogley Hunter	10/09/2018	50.00
Gift	Dr. Robert and Janet Koller	10/16/2018	50.00
Gift	Colleen M. Wiley	10/16/2018	150.00
Gift	Carl and Candace Ahrens	10/22/2018	20.00
Gift	Darla Pearce	10/24/2018	10.00
Gift	Deborah Carey	10/31/2018	50.00
Gift	Transfer from GPCF Spirit of Giving Event	10/31/2018	30.00
Gift	Oliver V. Miller	12/03/2018	10.00
Gift	Bev Brown	12/10/2018	100.00
Gift	B.J. and Mary Denton	12/11/2018	100.00
** Total Gifts			10,595.00



March 31, 2019  
 Project No: R3002.689.00  
 Invoice No: 45363

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 March 31, 2019**  
**Fee**

Billing Phase	Fee	Billed %	Earned	Prior Fee	Current Fee
Schematic Design	45,000.00	83.395	37,527.75	27,000.00	10,527.75
Design Development	45,000.00	0.00	0.00	0.00	0.00
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>37,527.75</b>	<b>27,000.00</b>	<b>10,527.75</b>
<b>Total Fee</b>					<b>10,527.75</b>

**Reimbursable Expenses**

Printing	4.13
Travel	124.41
<b>Total Reimbursables</b>	<b>128.54</b>

**Total this Invoice \$10,656.29**

**Outstanding Invoices**

Number	Date	Balance
45257	2/28/2019	11,536.49
<b>Total</b>		<b>11,536.49</b>

*002.4.470.2.6430*



**MOLLY RIDEOUT**

WRITING, ARTS & NONPROFIT CONSULTING  
42 W Lakeview Ave, Apt B, Columbus OH 43202  
molly.rideout@gmail.com / mollyrideout.com  
608-630-1423  
she / her / hers

**PROPOSAL FOR FUNDRAISING & ARTIST RESIDENCY CONSULTATION  
PRAIRIE STAR ARTIST RESIDENCY**

May 2019

**SCOPE OF WORK:**

With the input of the Grinnell Veterans Memorial Commission and its advising committee and drawing from her knowledge of Grinnell, fundraising and the larger artist residency sector, Molly Rideout proposes to:

- Research comparable national programming to those envisioned by Prairie Star, specifically veteran and residency programming. This includes researching business models and resources of potential relevance to Prairie Star.
- Identify potential key partners for future programming.
- Draft a detailed business plan or plans for the residency's first five years, based on rough business plans already outlined.
- Provide budget projections to accompany this business plan.
- Analyze cash flow for the projected budget including earned and contributed income.
- Identify key private, public, state and national opportunities for funding, including grants, sponsorships or individual donors.
- Apply to these grants or other opportunities, as approved by the Commission and as time allows.

Not all of these outcomes may be possible depending on time approved by the committee for this work. These outcomes are listed in order of completion.

**BIO:**

Molly Rideout is very familiar with both Grinnell and the international sector of artist residencies after expanding, redesigning and co-running Grinnell City Collective from 2011 – 2016. She was also the director of the Grinnell Area Arts Council from 2011 – 2013, after which she continued to support her successors with budgetary and other financial matters. She has worked closely with the national Alliance for Artists Communities as the Co-Chair of their Arts + Ecology Cohort and more recently as a volunteer staff of their 2018 Annual Conference in Philadelphia, PA. Her network of residency models and resources spans the country and ranges from well-established models like Headlands Center for the Arts (housed at a former military fort near

Sausalito, CA) to aspiring residencies like the Highlands Artist-in-Sanctuary program (Peebles, OH). See attached resume for full qualifications.

**TIMELINE:**

This work can begin as soon as desired by the Commission and would continue at the proposed rate of **four to eight hours per week, not to exceed 25 hours per month (\$750/month)**, and concluding at the time of the Alliance for Artists Communities Conference in Minneapolis, MN, in October 2019. Either party may terminate this agreement by written notice to the other party at any time for any reason. A longer relationship or more hours can be negotiated as needed.

**COMPENSATION:**

The consulting fee will be \$30/hour as an independent contractor.



## Molly Rideout

molly.rideout (at) gmail.com / [www.mollyrideout.com](http://www.mollyrideout.com)

### EDUCATION

- 2019 M.F.A Creative Writing – Fiction, The Ohio State University  
Certificate: Graduate Interdisciplinary Specialization in the Fine Arts
- 2010 B.A. English Literature, Grinnell College  
Gender, Women's & Sexuality Studies Concentration

### WORK EXPERIENCE

#### *The Ohio State University, Columbus, OH*

- Aug 2017 - present Instructor of Record  
Intermediate Fiction Writing: Character, Setting & Research (Summer 2018)  
Intro to Fiction Writing (Spring 2018, Fall 2018)  
English 1110: First Year Writing (Fall 2017)

#### *Grin City Collective Artist & Writers Residency. Grinnell, IA*

- 2016 – 2017 Executive Director  
Lead all programming, administration, development and coordination of staff, board and volunteers of an international artist residency program. Determined full creative direction of organization. Creative director for select community arts projects.
- Feb 2011 - Aug 2016 Co-Director  
Oversaw organizational direction, administration, resident coordination, fundraising, marketing, staff and volunteers. Creative director for select community arts projects.

#### *Grinnell Area Arts Council. Grinnell, IA*

- Dec 2011 - Oct 2013 Director  
Oversaw administration, marketing, fundraising, and execution of an umbrella of ten distinct arts programs including Community theater, community Band, educational programming, gallery space, and performance events. Built a \$0.5 million endowment and coordinated a major renovation capital campaign.

### PUBLICATIONS

#### CHAPBOOKS

- 2019 *Transient* (forthcoming)  
Antenna, New Orleans, LA. Print.  
Commissioned fiction and essays critiquing voluntourism, the white creative-class and transient camps in New Orleans. In conjunction with Antenna Spillways Artist Fellowship.

#### SELECT STORIES / ESSAYS

- 2019 "In Memoriam" (Fiction), forthcoming  
*Mississippi Review*. Winter 2019. University of Southern Mississippi: Hattiesburg, MS. Print.
- 2019 "The Metairie Loop" (Fiction), forthcoming  
*Tampa Review*. 2019. University of Tampa. Tampa, FL. Print.
- 2018 Selections from "A Midwestern Elegy" (Fiction)  
*Wapsipinicon Almanac*. Anamosa, IA. Print

- 2017 “Hands” (Fiction)  
*Flyway: Journal of Writing & Environment*. Spring 2017. Iowa State University: Ames, IA.  
<http://flywayjournal.org/spring2017/hands-molly-rideout/>
- 2016 “The Day The Colors Left” (Fiction)  
*The Gateway Review*. Vol 2 Issue 1. Cottleville, MO. Print.
- 2015 “Death on the Health Insurance Marketplace” (Creative Nonfiction)  
*Front Porch Journal*. Texas State University, San Marcos, TX. Fall 2015. Online  
<http://frontporchjournal.com/issue-30/death-on-the-health-insurance-marketplace/>
- 2015 “Corn Plots” (Fiction)  
*Bluestem*. University of Eastern Illinois. Online. March.  
<http://www.bluestemmagazine.com/online/march-2015/corn-plots/>
- 2015 “Superbug” (Fiction)  
*Marathon Literary Review*. Arcadia University. January.  
<http://marathonlitreview.com/?p=792>
- 2014 “Due Date” (Fiction/Visual Art)  
*Driftwood Press*. Vol. 2. Print.  
**Pushcart Nomination**
- 2014 “The Great River Road” (Fiction)  
*Prairie Gold: An Anthology of the American Heartland*. Ice Cube Press. Print.

#### FELLOWSHIPS / COMMISSIONS / INTERDISCIPLINARY PROJECTS

- 2019 Thesis Completion Fellowship / Department of English / The Ohio State University
- 2016-2018 Spillways Residency Award Fellow / Antenna, New Orleans, LA.  
Project grant, subsidized residency and commissioned collection of stories.
- 2015 “Flood,” Fermentation Fest’s Farm/Art Dtour, Wormfarm Institute. Sauk Co., WI. October.  
Public art installation. Commissioned to write and install in vinyl a story spanning four towns and 400-sq-ft of windows along a 50-mile driving tour of rural Wisconsin visited by 20,000.
- 2015 “Public Writing, Public Libraries” (Creator, Co-Writer, Designer, Fabricator)  
Public art installation. Four writers installing new works of fiction, nonfiction and poetry in vinyl in the windows of 12 Iowa libraries. Contributed works: “Post Dock, Ergo Propter Dock,” Cedar Rapids Public Library; “Winter Fidelity,” Newton Public Library. “Butter,” Toledo Public Library. A Project of Grin City Collective.

#### READINGS / INVITED TALKS

- 2016–18 Mother Tongue Reading Series, Columbus, OH
- 2015 Iowa State University College of Design CORE Studio Lecture Series
- 2015 AWP 2015 Conference. Fiction Reading. SubText Bookstore, St. Paul, MN.
- 2014 “Farming in Residence” & “Arts + Ecology: Lessons from the Preconference”  
Panelist/Organizer, Alliance of Artist Communities Annual Conference. Charleston, SC
- 2013 “Cultivating Ecological Themes: What Can Residencies Do?”  
Panelist/Organizer, Alliance of Artist Communities Annual Conference. San Jose, CA

- 2013 "Integrating Social Practice and the Humanities Today"  
Guest Lecture, Grinnell College. Grinnell, IA
- 2012 "Supers"  
Fiction Reading, Wonder of Words: Des Moines Public Library. Des Moines, IA

### COMMUNITY LEADERSHIP

- 2018 Editorial Board for Fiction/Nonfiction Prize  
The Ohio State University Press, Columbus, OH
- 2017 – President of the Board of Directors  
2018 Grin City Collective Artist & Writers Residency
- 2017 – Treasurer  
2018 The Ohio State University Writers' Guild
- 2017 Think Tank Member / Field Researcher  
The Barnet Center for Integrated Arts & Enterprise. The Ohio State University, Columbus, OH. Pursued foundational research for the integration of arts into the economic development of Fayette County, Ohio. Funded by OSU Connect & Collaborate Planning Grant in collaboration with OSU Extension.
- 2015 Next Generation: Iowa Arts Taskforce Member  
Charged with bridging Iowa's urban/rural divide through placemaking and the arts. A partnership of USDA, Art of the Rural and the Iowa Arts Council.
- 2014- Co-Chair  
2016 Art + Ecology Interest Group, Alliance of Artists Communities.  
Organized the 2014 Art + Ecology Pre-conference
- 2015 Association of Writers and Writing Programs (AWP), Writer-to-Writer Mentorship program.  
Mentored by fiction author Luke Rolfes

### SELECT PUBLICITY

Johnson, Michael. "Artist Collective Leaves Behind a Legacy of Connection and Collaboration." Creating Connection. January 2019. Online.

<http://www.creatingconnection.org/news-blog/2019/1/16/artist-collective-leaves-behind-legacy-of-connection-and-collaboration>

Vatner, Jonathan. "Grin City Collective Shifts Focus." *Poets & Writers Magazine*. Mar/Apr 2016. Print.

Dillard, Rob. "A Rare Writing Project from the Artists Known as Grin City." *Iowa Public Radio* 13 May 2015.  
<http://www.iowapublicradio.org/post/rare-writing-project-artists-known-grin-city#stream/0>

Arnold, Maddy. "Cedar Rapids Library puts up unusual public art." *The Gazette* 20 May 2015. Print.  
<https://www.thegazette.com/subject/news/cedar-rapids-public-library-puts-up-unusual-public-art-20150520>