

VETERANS MEMORIAL COMMISSION
MONDAY, JUNE 14, 2021 AT 5:15 P.M.
511 6th Ave W

Optional - Join Zoom Meeting

<https://zoom.us/j/94708491661?pwd=RjNCQ0x1RWxMRnhNdUdrR1IPMGJWdz09>

Meeting ID: 947 0849 1661

Passcode: 813071

Dial by your location

+1 312 626 6799 US (Chicago)

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, May 10, 2021
3. Monthly budget report
4. Greater Poweshiek Community Foundation (GPCF) Monthly Balance Report
5. Approve bills for payment
 - RDG INV#48558 \$2,271.68 (paid 6/7/21)
 - Alliant Energy \$67.65 (paid 5/24/21)
 - Amperage INV#029469 \$73.92
6. RDG Architects – Update and Consideration of renovation issues needing direction
7. Consider request by architect RDG for additional compensation
8. Marketing & Fundraising – Update
9. Prairie Star – 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 – In addition, no action shall be taken).
11. Adjournment:

Next Meeting: July 12, 2021

VETERANS MEMORIAL COMMISSION
MONDAY, MAY 10, 2021 AT 5:15 P.M.
VIA ZOOM

MINUTES

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

1. **Perfecting Agenda:** MOTION to approve agenda by Hotchkin, second by Rieck, all ayes, motion carried.
2. **Approve Minutes:** MOTION to approve April 12, 2021 minutes by Hotchkin, second by Lease, all ayes, motion carried.
3. **Monthly Budget Report:** Coon reported balance of \$85,549.
4. **Greater Poweshiek Community Foundation:** Monthly balance report of \$1,224,353. Donations from Prairie Meadows \$100,000.00 with future donations or grants from Bank of America and CAT Grant.
5. **Approval of bills:**
 - i. RDG INV#48409 \$9,750.00 (paid 5/3/21)
 - ii. Alliant Energy \$39.73 (paid 5/3/21)
 - iii. Black Electric INV#2705 \$520.70

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

6. **Consider proposal to hire GPCF to perform grant writing services at a cost of \$2000.00 for an Iowa Community Attraction and Tourism grant:** MOTION to approve by Hotchkin, second by Reick, all ayes, motion carried.
7. **RDG Architects - Update:** Update by Matt Coen included update of design decisions and detail working. He feels bidding can begin this fall.
8. **Consider request by architect RDG for additional compensation:** No action taken. Lacina, Lease, and Coon will discuss and it will be considered at a future meeting.
9. **Consider building renovation issues needing direction:** No action taken.
10. **Marketing & Fundraising Update:** Recent donations by 100+ People Who Care, Tourism Committee, Grinnell College, and American Legion. Hotchkin is having ASI make a thermometer type sign to place at building site.
11. **Prairie Star Update:** no update
12. **Discuss and consider Fourth of July parade participation:** Hotchkin suggested because the commission members are few that a veterans' organization take this up as a project.

13. Consider returning to in person meetings: In person meetings with a Zoom option will resume in June at Coon's shop (511 6th Ave W).

14. **Inquiries:** none

15. **Adjournment:** MOTION by Reick, second by Hotchkin, all ayes, motion carried.

Next meeting: June 14, 2021



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

		2019-2020 ACTUAL	2020-2021 REESTIMATED BUDGET	YTD ACTUAL	Proposed Bills list 07/06/21	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	153,467	153,660	-	-
002-3.470.4.4060	Vets Mem - Excise Tax	1,151	1,197	1,197	-	-
002-3.470.4.4300	Vets Mem - Interest Earned	500	800	591	-	-
002-3.470.4.4432	Vets Mem - Rollback Rep	4,711	5,291	5,291	-	-
Total Revenues		\$ 116,759	\$ 162,049	\$ 162,033		\$ -
Expenditures:						
002-4.470.2.6371	Utilities	1,144	1,500	384	-	1,116
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	180,000	165,141	74	14,785
002-4.470.2.6428	Misc Cont Work i.e. Fundraising	-	1,290	1,289	-	1
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	\$ 191,215	\$ 170,239	\$ 74	\$ 20,902
002-4.910.5.6911	Transfers Out	\$ -	\$ -	\$ -		
Total Transfers		\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures and Transfers Out		\$ 63,982	\$ 191,215	\$ 170,239	\$ 74	\$ 20,902
Ending Balance		\$ 98,145	\$ 68,979	\$ 89,939		

*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
April 01, 2021 through April 30, 2021

Fund Activity Summary

	<u>Apr 2021</u>	<u>Jul 2020</u>
Beginning Balance	268,249.13	245,530.91

Additions to Fund

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Donations	704.00	30,916.00
Grant Revenue	0	1,000.00
Pledges	0	600.00
Totals	704.00	32,516.00

Disbursements

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Administrative Fee Expense	38.70	2,810.70
Advertising & Marketing Expenses	0	176.88
Other Expenses	11.30	1,656.20
Program Expenses	0	4,500.00
Totals	50.00	9,143.78

Net Change	\$ 654.00	\$23,372.22
-------------------	------------------	--------------------

Ending Balance	\$268,903.13	\$268,903.13
-----------------------	---------------------	---------------------

Fund Financial Information

Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Cash, Checking, & Savings	169,443.35
Net Pledges Receivable	99,459.78
Total	268,903.13

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>
4/7/2021	Hutchison, Paul and Jackie	500.00
4/12/2021	Behrens, Russell and Brua-Behrens, Nicole	84.00
4/13/2021	Clayton, Margaret	100.00
4/13/2021	Clayton, John	20.00
4/26/2021	Menner, Bill and Tish, Barb	70.00
Total Donations		774.00

Grants Awarded

No grants awarded in the statement period



April 30, 2021
 Project No: R3002.689.00
 Invoice No: 48558

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 April 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	110,250.00	2,250.00
Bidding/Negotiation	15,000.00	20.00	3,000.00	3,000.00	0.00
Contract Administration	82,500.00	0.00	0.00	0.00	0.00
Total Fee	300,000.00		205,500.00	203,250.00	2,250.00
Total Fee					2,250.00

Reimbursable Expenses

Printing					21.68
Total Reimbursables					21.68

Total this Invoice \$2,271.68

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 : 029469
Date : 6/7/2021 **Due :** 7/7/2021
Page : 1 of 1
Reference: Ann Wingerter
Client PO:
AE: Justin Tolan

Current

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

AMPERAGE Creative Services

Mileage from 5/19

Sub-Total **73.92**

Total for Job/Component: **73.92**

Total	\$73.92
--------------	----------------

Please remit payment to:

6711 Chancellor Drive
Cedar Falls, Iowa 50613



Billing inquires to:

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