

VETERANS MEMORIAL COMMISSION
MONDAY, OCTOBER 11, 2021 AT 5:15 P.M.
511 6th Ave W

Optional - Join Zoom Meeting

<https://zoom.us/j/99464386841?pwd=QVR5c29kZU1vaDBlcVhMTjN2dzExQT09>

Meeting ID: 994 6438 6841

Passcode: 089585

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, Sept. 13, 2021
3. Monthly budget report
4. Greater Poweshiek Community Foundation (GPCF) Monthly Balance Report
5. Approve bills for payment
 - Alliant Energy \$58.62 (paid 9/13/21)
 - ASI INV 21964 \$900.00
 - GPCF INV 11692 \$1000.00
6. RDG Architects – Update and Consideration of renovation issues needing direction
7. Choose member to represent the commission for presentation to the Enhance Iowa Grant Board on October 28, 2021.
8. Consider authorizing the City taking action to proceed in January 2022 with the bidding process for the Grinnell Veterans Memorial Building renovations based on RDG drawings contingent on award of an Enhance Iowa grant of \$350,000 or more.
9. Marketing & Fundraising – 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).

10. Adjournment:

Next Meeting: Oct. 11, 2021

VETERANS MEMORIAL COMMISSION
MONDAY, SEPTEMBER 13, 2021 AT 5:15 P.M.
511 6th Ave W
And via Zoom

MINUTES

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

1. **Perfecting Agenda:** MOTION to approve agenda by Hotchkin, second by Rieck, all ayes, motion carried.
2. **Approve Minutes:** MOTION to approve August 9, 2021 minutes by Hotchkin, second by Rieck, all ayes, motion carried.
3. **Monthly Budget Report:** Balance of \$90,636.
4. **Greater Poweshiek Community Foundation:** Monthly balance report by Nicole Behrens: \$1,523,904.00, balance includes donations, pledges, levy, and grants.
5. **Approval of bills:**

- i. Alliant Energy \$52.54 (paid 8/20/21)

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

6. **RDG Architects - Update:** Tom Lacina has done some figuring regarding the additional funding RDG has requested. Item continues to be on hold.
7. **Marketing & Fundraising Update:** Lacina is putting together a Power Point presentation. Awaiting grant approvals before completion.
8. **Inquiries:** Lacina asked how we are going to operate the building. The commission will need to discuss this in future meetings.
9. **Adjournment:** MOTION by Rieck, second by Hotchkin, all ayes, motion carried.

Next meeting: October 11, 2021



**Veteran's Memorial Building YTD Budget Report
Fiscal Year 2021 - 2022**

		2020-2021 ACTUAL	2021-2022 BUDGET	YTD ACTUAL	Proposed Bills list 11/01/21	2021-2022 REMAINING BUDGET
Beginning Balance		\$ 98,146	\$ 89,959	\$ 89,959		\$ -
Revenues:						
002-3.470.2.4461	VM - Grants Non-Govt	\$ -	\$ -	\$ -	\$ -	\$ -
002-3.470.2.4705	VM - Contribution Priv	-	-	-	-	-
002-3.470.2.4720	Vets Mem - Ins Collections	1,294	-	-	-	-
002-3.470.2.4780	Other Miscellaneous Revenue	-	-	-	-	-
002-3.470.4.4020	Vets Mem - Property Tax	153,660	122,864	15,234	-	-
002-3.470.4.4060	Vets Mem - Excise Tax	1,197	1,765	-	-	-
002-3.470.4.4300	Vets Mem - Interest Earned	644	1,000	170	-	-
002-3.470.4.4432	Vets Mem - Rollback Rep	5,291	6,629	-	-	-
Total Revenues		\$ 162,086	\$ 132,258	\$ 15,404		\$ -
Expenditures:						
002-4.470.2.6371	Utilities	418	1,600	174	-	1,426
002-4.470.2.6402	Ads & Legals	1,600	-	-	-	-
002-4.470.2.6409	General Insurance	1,825	1,916	-	-	1,916
002-4.470.2.6420	Consulting/Professional Fees	165,141	125,000	74	1,000	123,926
002-4.470.2.6428	Misc Cont Work i.e. Fundraising	1,289	-	-	-	-
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
Total Expenditures		\$ 170,273	\$ 133,516	\$ 248	\$ 1,000	\$ 132,268
002-4.910.5.6911	Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -
Total Transfers		\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures and Transfers Out		\$ 170,273	\$ 133,516	\$ 248	\$ 1,000	\$ 132,268
Ending Balance		\$ 89,959	\$ 88,701	\$ 105,115		

*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
June 01, 2021 through June 30, 2021

Fund Activity Summary

	<u>Jun 2021</u>	<u>Jul 2020</u>
Beginning Balance	286,158.95	245,530.91

Additions to Fund

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Donations	8,950.12	58,069.72
Grant Revenue	0	1,000.00
Pledges	87,252.00	87,852.00
Totals	96,202.12	146,921.72

Disbursements

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Administrative Fee Expense	2,302.80	6,055.98
Advertising & Marketing Expenses	71.98	248.86
Other Expenses	19.90	1,681.40
Program Expenses	0	4,500.00
Totals	2,394.68	12,486.24

Net Change	\$93,807.44	\$134,435.48
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Ending Balance	\$379,966.39	\$379,966.39
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Fund Financial Information

Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Cash, Checking, & Savings	231,006.49
Net Pledges Receivable	148,959.90
Total	379,966.39

Outstanding Fund Liabilities

No outstanding liabilities for the fund

Fund Activity Detail

Donations

<u>Date</u>	<u>Donor Description</u>	<u>Amount</u>
6/8/2021	Chen, Jeremy	200.00
6/8/2021	Reed, Kenton and Mary	100.00
6/8/2021	Plate, Jonathan and Nichelle	100.00
6/8/2021	Petig, Evan and Copeman Petig, Abby	100.00
6/8/2021	Paulson, Dr. James and Linda	100.00
6/8/2021	Kolbe, Kevin and Susan	100.00
6/8/2021	Klepfer, Kirsten	100.00
6/8/2021	Hotchkin, Randy	100.00
6/8/2021	DeNeve, Crystal	100.00
6/8/2021	Conway, Dennis and Glenyce	100.00
6/8/2021	Westside Family Dining	100.00
6/8/2021	Sonnichsen, Tom and Cathy	100.00
6/8/2021	Wilcox, Kyle and Kaitlin	100.00
6/8/2021	Smith, Joel and Nicolle	100.00
6/10/2021	Behrens, Russell and Brua-Behrens, Nicole	84.00
6/15/2021	American Legion #53	37,000.00
6/15/2021	Wieck, Jessi	50.00
6/15/2021	Ahrens, Sue	1,000.00
6/22/2021	Pollak, William	500.00

<u>Date</u>	<u>Donor Description</u>	<u>Amount</u>
6/22/2021	Pagliari's Pizza	552.00
6/22/2021	Anonymous	500.00
6/25/2021	Menner, Bill and Tish, Barb	70.00
6/29/2021	Nielsen, Joshua	100.00
6/29/2021	George, Graeme C.	50.00
6/29/2021	Lipchitz, Lolya and Kasimow, Harold	100.00
6/30/2021	Becker, Dan and JoAnn	200.00
6/30/2021	Bierman, Rick F. and Audrey	100.00
6/30/2021	Ahrens, Don and Linda	50.00
6/30/2021	Gallo, Tony	25.00
6/30/2021	Grinnell State Bank Staff	420.00
6/30/2021	Honold, Marvin and Ruth	10.00
6/30/2021	Jensen, Keith and Hiedi	40.00
6/30/2021	Kuehl, Lyle	20.00
6/30/2021	Morrison, Irene	10.00
6/30/2021	Renaud, Helen	20.00
6/30/2021	German, Larry and Donna	20.00
6/30/2021	Otcheck-Hulin, Susie	40.00
6/30/2021	Smith, John R.	100.00
6/30/2021	Oydgard, T.G. and Davis, S.E.	100.00
6/30/2021	James, Fritz and Marcy	25.00

<u>Date</u>	<u>Donor Description</u>	<u>Amount</u>
6/30/2021	Postels, Dick and Beverley	25.00
6/30/2021	Kaisand, Donald and Carol	50.00
6/30/2021	The Robertson Family Charitable Fund	2,000.00
6/30/2021	Wray, Larry and Jo	25.00
6/30/2021	Rasmussen, Kent	20.00
6/30/2021	Heimsoth Family Foundation	20.00
6/30/2021	Rjohn, Darrell and Sue	25.00
6/30/2021	Muckler, Greg and Janet	25.00
6/30/2021	German, Hugh	25.00
6/30/2021	Anderson, Betty	25.00
6/30/2021	Doonan, Joyce	30.00
6/30/2021	Chyma, Melvin	50.00
6/30/2021	Clausen, Theodore and Helen	50.00
6/30/2021	Behrens, Russell and Brua-Behrens, Nicole	50.00
6/30/2021	Ashing, Steven and Jennifer	50.00
6/30/2021	Heishman, Brian and Jennifer	50.00
6/30/2021	James, Robert Calvin and Joann	50.00
6/30/2021	Lannom, Anne F.	50.00
6/30/2021	Pohlsen, Paul W. and Debby H.	50.00
6/30/2021	Samson, Robert and Ruth	50.00
6/30/2021	Strovers, Clifford and Marilyn	50.00

<u>Date</u>	<u>Donor Description</u>	<u>Amount</u>
6/30/2021	Grosenbach, Gerald and Carolyn	100.00
6/30/2021	KDD Inc.	100.00
6/30/2021	Honold, Todd	100.00
6/30/2021	Wilson, Diane	100.00
6/30/2021	Isadore Berman	200.00
Total Donations		46,056.00

Grants Awarded

No grants awarded in the statement period

Statement of Activity
Grinnell Veterans Memorial Commission Building Campaign
July 01, 2021 through July 31, 2021

Fund Activity Summary

	<u>Jul 2021</u>	<u>Jul 2021</u>
Beginning Balance	379,966.39	379,966.39

Additions to Fund

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Donations	6,450.00	6,450.00
Pledges	21,450.00	21,450.00
Totals	27,900.00	27,900.00

Disbursements

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Administrative Fee Expense	330.20	330.20
Totals	330.20	330.20

Net Change	\$27,569.80	\$27,569.80
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Ending Balance	\$407,536.19	\$407,536.19
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Fund Financial Information

Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Cash, Checking, & Savings	232,280.29
Net Pledges Receivable	170,255.90
Undeposited Checks/Cash	5,000.00
Total	407,536.19

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>
7/12/2021	Behrens, Russell and Brua-Behrens, Nicole	84.00
7/13/2021	Burkhead, Don and Terry	25.00
7/13/2021	LaCasse, James and Lacasse, Marvel	300.00
7/13/2021	Roland, Roger and Judith	200.00
7/13/2021	Heineman, Brian and Nancy	100.00
7/13/2021	Baumann, Miriam	100.00
7/13/2021	McAlexander Professional Services LLC	50.00
7/13/2021	De Heer & Associates LLC	50.00
7/13/2021	Brens, Donna and Sherri	50.00
7/13/2021	Waddle, Leroy and Neels, Nancy	50.00
7/13/2021	Walford, Anne and David	30.00
7/13/2021	Wright, Oliva	20.00
7/13/2021	Lincoln, Gregory and Gloria	25.00
7/13/2021	Marget, Patrick J	100.00
7/13/2021	Roland & Dielman	100.00
7/26/2021	Menner, Bill and Tish, Barb	70.00
7/28/2021	Deppe, Ron and Cindy	150.00
7/28/2021	Meythaler, Robert J.	100.00
7/31/2021	Strovers, Clifford and Marilyn	5,000.00

<u>Date</u>	<u>Donor</u> <u>Description</u>	<u>Amount</u>
	Total Donations	6,604.00

Grants Awarded

No grants awarded in the statement period

Statement of Activity
Grinnell Veterans Memorial Commission Building Campaign
August 01, 2021 through August 31, 2021

Fund Activity Summary

	<u>Aug 2021</u>	<u>Jul 2021</u>
Beginning Balance	407,536.19	379,966.39

Additions to Fund

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Donations	5,600.00	12,050.00
Grant Revenue	2,000.00	2,000.00
Pledges	5,400.00	26,850.00
Totals	13,000.00	40,900.00

Disbursements

<u>Activity</u>	<u>Period Total</u>	<u>YTD Total</u>
Administrative Fee Expense	287.70	617.90
Advertising & Marketing Expenses	25.20	25.20
Totals	312.90	643.10

Net Change	\$12,687.10	\$40,256.90
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Ending Balance	\$420,223.29	\$420,223.29
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Fund Financial Information

Current Fund Assets

<u>Asset</u>	<u>Balance</u>
Cash, Checking, & Savings	244,746.59
Net Pledges Receivable	175,501.90
Total	420,248.49

Outstanding Fund Liabilities

<u>Outstanding Liability</u>	<u>Balance</u>
Current Liabilities	25.2
Total	25.2

Fund Activity Detail

Donations

<u>Date</u>	<u>Donor Description</u>	<u>Amount</u>
8/10/2021	Behrens, Russell and Brua-Behrens, Nicole	84.00
8/20/2021	Latimer, Tom and Dianne	50.00
8/20/2021	Rietz, Henry W. and White, Sarah	250.00
8/20/2021	Bankers' Bank	100.00
8/20/2021	McNaul, Harold and Alta	200.00
8/25/2021	Menner, Bill and Tish, Barb	70.00
8/31/2021	Drake, George and Sue	5,000.00
Total Donations		5,754.00

Grants Awarded

No grants awarded in the statement period

Invoice No. IOWA 219642

June 21, 2021
Page 1 of 1



Customer City of Grinnell
Location Veterans Memorial Building
Reference Exterior Campaign Progress Monitor Sign
Due Date 07/21/2021

Bill to

Veterans Memorial Commission
Randy Hotchkin
834 Broad Street
Grinnell, IA 50112
US
T: (641) 236-2620
M: (210) 213-3567
Email: sgthotch68@gmail.com

Ship to

Veterans Memorial Building
Randy Hotchkin
834 Broad Street
Grinnell, IA 50112
US
T: (641) 236-2620
M: (210) 213-3567
Email: sgthotch68@gmail.com

Order Ref. IOWA 200121	Ship/Install 06/21/2021	Terms Net 30 days	SR Ben Latimer
F.O.B. Job Site	Client PO R. Hotchkin 5.26.21	Ship Method Installed	PM Holly DeSerano

PAST DUE

No.	Item Name/Description	Qty	UOM	Ship	Unit Price	Extension
1.	Sign Type E23.1 ASI Custom Omega SignBoard/Digital Print Series Overall Size: 74" x 48" Background Color: Various Graphics Color: Various Mounting: Mounting Holes (9) to (2) Silver U-Channel Posts	1	Each	1	700.00	700.00
2.	Installation Standard Installation*	1	Each	1	200.00	200.00

NOTE: Local Sign Permit Fees Not Included

Panel needs to be completed afternoon of 6/8. Has to have installed for Governor visit on 6/9.

REMIT TO:

ASI Signage Innovations
1219 Zimmerman Dr.
PO Box 187
Grinnell, IA 50112
US
T: (641) 236-6616 | F: (641) 236-6438

Subtotal	900.00
* Tax Exempt # On File	0.00
Total	900.00
Less Deposit	0.00
Balance Due	900.00

Notes:

Include ASI invoice number on your check to insure proper credit to your account.
Please pay within ASI terms - NET 30 Days from date of invoice.

MasterCard & VISA accepted.

Invoice 11692



Invoice Date: 10/04/2021

Due Date: 10/04/2021

Bill To: City of Grinnell
520 4th Ave
Grinnell, IA 50112

Pay To: Foundation Offices
P.O. Box 284
Grinnell, IA 50112

Description	Total Price
0001 - Payment to GPCF for writing and submitting the Enhance Iowa Grant for Grinnell Veterans Memorial Building Campaign	1000.00
Total	1,000.00
