

# Event Center Advisory Board

<b>DATE</b>	Tuesday, July 23 <sup>rd</sup>
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<b>TIME</b>	5:35pm
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<b>MEETING CALLED TO ORDER BY</b>	Paul Pinke
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## **IN ATTENDANCE**

Paul Pinke, Deb Jacoby, Bev Flateland, Jezmea Burkett, Vanessa Perry, James Stenger, Jake Jacoby

Absent: Jay Norby

## **APPROVAL OF MINUTES**

Pinke motioned to approve, Seconded by Deb Jacoby. Motion Carried.

## **STATUS OF RECOMMENDATIONS TO CITY COUNCIL**

Nothing to report

## **INCOME AND EXPENSE**

No further discussion of the budget was needed as it was approved at the last meeting.

Burkett discussed the "Vergas Energy Grant Timeline" from Julie Lammers email (See Attached).

## **BUILDING REVIEW**

Stove: Deb and Jake Jacoby presented ideas from the Lions as to what they would like to see for a new stove/oven in the kitchen (See Attached). Perry discussed that the current proposal may be out of budget and may not be what everyone needs. Deb Jacoby and Burkett will contact various organizations and caters that use the kitchen about their needs. Burkett presented a questionnaire for needs of kitchen equipment that will be given out (See Attached). It was discussed that many of our upcoming events may not know that there currently is not a full kitchen at the Event Center and that they need to be notified. We need to check and see if natural gas is still an option or if we need to look into electric options for a stove and oven. Jake Jacoby also expressed concern over one of the electric flat tops that's currently in the kitchen having knobs that are not working properly, unsure as to who purchased said flattop and who will repair it. Perry recommended that the Event Center pay for the repair because it is housed and used by everyone in the Event Center. We would just like clarification as to who purchased them to get approval to repair.

Front Door Outside Step: Burkett presented 2 quotes for the handrails (See Attached). After discussion the committee Flatland motioned to accept the Ness estimate and recommend it to City Council. Seconded by Deb Jacoby, motion carried

Sink backsplash/wall repair: No Current progress. Norby was absent with info on the expense of the repair.

Expanding Wall Room Divider: Perry suggested that this item be tabled until we have the funds for the project, as getting quotes right now may not reflect the actual cost of the project when we get to it down the line. Perry will discuss this project with Stenger to bring him up to speed on what has been discussed.

## **FUNDRAISING EVENTS**

No update on the comedian as Norby was absent.

Myron Gunderson was the main contact for the “Las Vegas” event, Deb Jacoby will get more information as to how that event ran.

Perry discussed how the last purse bingo event was such a success. The purses were donated, and the food was done at cost. If we were to do this event again, we would have to look into similar options as that would be a major expense. Perry discussed the idea of a table decorating event with live music as a potential fundraiser. We want to find out from Lammers how many round tables would comfortably fit in the Event Center for this event to get a better idea of budget. Then we could look into rental of the remaining round tables that would be needed.

**Meeting adjourned at 6:45pm by Deb Jacoby. Flatland Seconded. Motion carried.**

**Minutes Recorded, typed, and submitted by James Stenger.**

## **COUNCIL RECOMMENDATIONS**

The Advisory Board recommends the estimate for Ness Construction for the handrails to the entrance of the Event Center.

## **FOLLOW UP ACTIONS**

Get Norby's information on comedian, and costs of wall repair.

Contact future rentals about the current state of kitchen equipment.

Deb Jacoby and Burkett, contact various organizations and caters that use the kitchen about their needs.

Burkett will find out from Lammers how many round tables the Event Center will hold comfortably.

## **EMAIL MEETING**

An email meeting was held from August 28 to September 3, 2024.

The following members responded to the email: James Stenger and Vanessa Perry. Bev Flateland abstained from meeting due to conflict of interest.

Topic: rent reduction for Relay for Life Fundraiser

Due to not having a quorum respond to the email, no decision has been made regarding the application for a reduction in rent. Lammers will provide information to the Council on September 10 with no recommendation from Event Center Committee.