

Event Center Advisory Board
Event Center Advisory Board Meeting
Vergas Event Center and Zoom Id number 267-094-2170 (password 56587)
5:30 PM on Wednesday, June 7, 2023

1. **Call to order**
2. **Approval of the Agenda**
3. **Event Center Coordinator**
 1. Introduction
 - a. Event Center Coordinator
 - b. Review changes effecting Event Center Advisory Board
 2. Phone Number - 218-302-5996 ext.2
 3. New Email Address: eventcenter@cityofvergas.com
4. **Minutes**

May 3, 2023
5. **Status of Recommendations to City Council**

None.
6. **Income and Expense**
7. **Building Update**
 - A. Kitchen
 - B. Meeting Room
 - C. Floors
8. **Fundraising Events**
 - A. Rummage Sale/Auction
 1. Sale of Gas Stove (Pinke)
 2. Sale of Gas Grill (Pinke)
 - B. Other
9. **Adjournment**

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4. Minutes

May 3, 2023

Files Attached

- 2023-05-03 Event Center Agenda Minutes.pdf

CITY OF VERGAS
Event Center Advisory Minutes
Vergas Event Center & Zoom Teleconference
5:30 P.M. on Wednesday, May 3, 2023

The City of Vergas Event Center Advisory Committee was called to order by City Clerk/Treasurer Julie Lammers on Wednesday, May 3, 2023, at 5:36 pm with the following members present: Julie Lammers, Mary Ditterich, Paul Haarstick, Vanessa Perry, Lyle Krieg, and Bev Flateland. Later joined by: Paul Pinke. Absent: Vanessa Perry. Guests included: none.

Approval of the Agenda

Agenda with the additions of “Floor” and “Rent” was approved by consensus of members in attendance

Approval of Minutes

Minutes were not provided for approval. Will be available by next meeting

Council Recommendations

- A. Event Center Coordinator: Referred to Personnel Committee

Building Update

Lammers showed the vision/fundraising board that was made and displayed at the EDA event. We have received interest from several people who are willing to sponsor individual items that are needed in the renovation. Lammers spoke on TV3 to promote our fundraising efforts by encouraging people to sponsor items. Committee heard that electrical issues continue to happen in the kitchen and that the existing panels may need to be updated or replaced. After much discussion, the Committee toured the kitchen to better understand the proposed layout. Lammers to check with Summers Construction to see if the cabinets can be modified to accommodate the rolling carts for dishes.

Fundraising Events

- A. Rummage Sale: Members to consider fundraising items for rummage sale. Larger items may be listed online.

2022 Income and Expense

Lammers provided the Committee with updated financials.

Event Center Coordinator

Committee members discussed draft Event Center Coordinator job description. Motion by Krieg, seconded by Haarstick to recommend to Council the approve the draft job description. Motion carried.

Rent

Lammers clarified free or reduced rent request policy.

Floor

The flooring contractor will be in town to review and inspect issues with the floor and discuss with Lammers.

Next Meeting: Wednesday, June 7, at 5:30 pm

Council Recommendations

- Approve Event Center Coordinator job description

Follow up Actions

- None

The business for which the meeting was called having been completed, the meeting was adjourned at 7:22 p.m.

Respectfully submitted,

Paul Haarstick, Recording Secretary

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