

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, September 6, 2023

1. Call to order

2. Approval of the Agenda

3. Minutes

August 2, 2023

4. Status of Recommendations to City Council

None.

5. Income and Expense

1. 2023 Income and Expense

6. Building Update

A. Bar Area

1. Electrical

2. Rugs and Chairs

3. Garbage Cans

B. Floors

C. Kitchen

D. Bathrooms

1. Toilet Paper Dispensers

7. Fundraising Events

8. Adjournment

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3. Minutes

August 2, 2023

Files Attached

- 08.02.23 Event Center Agenda Minutes.pdf

CITY OF VERGAS
Event Center Advisory Minutes
Vergas Event Center & Zoom Teleconference
5:30 P.M. on Wednesday, August 2, 2023

The City of Vergas Event Center Advisory Committee was called to order by Bev Flateland on Wednesday, August 2, 2023, at 5:41 pm with the following members present: Jezmae Burkett, Mary Ditterich, Paul Haarstick, Lyle Krieg, and Bev Flateland. Absent: Vanessa Perry, Paul Pinke. Guests included: none.

Approval of the Agenda

Motion by Ditterich, seconded by Haarstick to approve the agenda with the following additions: Bar Area, Floor, Cabinets, Toilet Paper, Garbage Bags, New Cupboards, Request early access to clean Event Center. Motion carried unanimously.

Approval of Minutes

Motion by Haarstick, seconded by Ditterich to approve the meeting minutes with the removal of the lines, “. They requested if it would be possible to use the Event Center for free. Lammers stated that the policy requires them to fill out an application. They will fill out the application and the Advisory Board will meet on Monday morning to discuss recommending to council” under the Floors section due to a typographical error. Motion carried unanimously.

Council Recommendations

None

Income and Expense

Committee reviewed income and expense and proposed budget. Without having a staff member to explain the budget at the meeting, Committee’s consensus was to table budget approval until next meeting.

2023 Comprehensive Plan Review

Without having a staff member to explain the plan review, motion by Ditterich and Flateland to table plan review until the next meeting. Motion carried unanimously.

Fundraising Events

Rummage Sale/Auction- Pinke did not provide an update to the Committee. Burkett to get photos to Krieg who will connect with a contact on the possible purchase of the stove and grill.

Gun Raffle – No updates were provided to the committee and there is not enough time to adequately prepared for the September 23 date. Committee would like to delay until winter or fall to allow for more time to prepare. Burkett to contact Perry for an updated.

Rent for rummage sales on Aug 11- Committee was asked to charge vendors a fee to setup tables inside the Event Center for Looney Days. Due to the short notice and being schedule right before the Lion’s use of the Event Center, motion by Flateland, seconded by Haarstick, to reject the request to allow vendor sales in the Event Center on Friday, August 11. Motion carried unanimously.

Bar Area

Burkett reported that Calvary Church has reported that the accordion doors by the bar area are broken. Committee inspected the doors and found that the large section of doors has separated into two smaller sections. Committee has asked Burkett to schedule a time for an electrician to install more outlets in the back wall, above the counters, in the bar area. Committee looked at the coolers and cabinet, and decided that the only acceptable configuration is (looking at the back wall, with the Lion’s storage room on the viewer’s left) cabinet section, large three-door cooler, and single door cooler. Committee members asked Burkett to move additional garbage cans to the storage area underneath the stage. Committee members also expressed frustration with the state of the bar area and requested that the rugs be cleaned up and that chairs no longer be stored in the area directly in front of the door as this is a safety hazard.

Floor

Committee has not received an update from Custom Concrete Coatings regarding the unsatisfactory performance of the flooring installation. Committee has asked Burkett to contact the vendor and update Committee.

Cabinets

Committee members expressed frustration on the perceived lack of progress in the kitchen area, and requested updates on the installation of cabinets purchased from Summers Construction. Committee is requesting a written update from city staff by next meeting.

Toilet Paper

A committee reported that toilet paper dispensers were empty on Sunday (July 30, 2023). Burkett will continue to monitor toilet paper levels. Committee asked to be updated on the installation of additional dispensers.

Garbage Bags

Burkett found garbage bags from the Liquor Store that fit the new garbage cans. They are currently stored in the secured closet between the bathrooms, Committee members asked Burkett to move them to a more accessible area for renters.

New Cupboards

Committee is requesting an update on installation timeline.

Early Access Request

Ditterich requested early access to the Event Center to clean. Through consensus of members, request was granted.

Council Recommendations

- None

Follow up Actions

- 2024 budget explanation – Burkett
- Comprehensive Plan Review Explanation – Burkett
- Gun Raffle – Burkett, Perry
- Electrical work in Bar Area – Burkett
- Move rugs and chairs in Bar Area – Burkett
- Move garbage cans – Burkett
- Contact Custom Concrete Coatings – Burkett
- Update from Summers regarding cabinets – Burkett
- Install additional toilet paper dispensers – Burkett
- Update on kitchen remodel project – Burkett

The business for which the meeting was called having been completed, the meeting was adjourned at 6:59 p.m.

Respectfully submitted,

Paul Haarstick, Recording Secretary

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5. Income and Expense

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6. Building Update

- A. Bar Area
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- C. Kitchen
- D. Bathrooms
 - 1. Toilet Paper Dispensers