

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 Tuesday, March 26, 2024

1. Call to order

There is Public Hearings and Council meeting scheduled at 6:30 - plan for meeting to be completed by 6:25 pm.

2. Approval of the Agenda

3. Minutes

February 27, 2024

4. Status of Recommendations to City Council

None.

5. Income and Expense

2024 Income and expenses

6. Expanding Wall Divider

7. Building Review

8. Fundraising Events

- A. Vergas Community Fund
- B. Advisory Board Activities

9. Adjournment

Table of Contents

1. Call to order	3
3. Minutes	4
4. Status of Recommendations to City Council	6
5. Income and Expense	7
Sheet1	8
8. Fundraising Events	9

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3. Minutes

February 27, 2024

Files Attached

- 2024-02-27 Event Center Agenda Minutes.pdf

CITY OF VERGAS
Event Center Advisory Minutes
Vergas Event Center & Zoom Teleconference
5:30 P.M. on Tuesday, February 27, 2024

The City of Vergas Event Center Advisory Committee was called to order by chairperson Paul Pinke on Tuesday, February 27, 2024, at 5:31 pm with the following members present: Paul Pinke, Paul Haarstick, Bev Flateland, Vanessa Perry, Jay Norby, and Deb Jacoby. Absent: Jezmae Burkett (excused/on leave). Guests included: Clerk-Treasurer Julie Lammers.

Approval of the Agenda

Motion by Norby, seconded by Perry to approve the agenda with the following addition: heat. Motion carried unanimously.

Minutes

Motion by Norby, seconded by Flateland to approve the minutes for January 23, 2024. Motion carried unanimously.

Status of Recommendations to City Council

Lammers reported contacting the contractor and met with him on February 9th. He filled the holes identified. He has requested that any future repairs be documented with painter's tape and he will come and repair them.

Income and Expense

Lammers reviewed the income and expense report provided. The sale of the stoves resulted in \$124.

Expanding Wall Divider

Current room divider (between bar area and main area) cannot be repaired. Lammer researched portable and movable wall options. Committee discussed portable wall options and asked Lammers to continuing researching additional options.

Fundraiser

Committee was asked if they wanted to have another purse bingo event. Committee discussed challenges with the event and learnings from the previous event, including fewer attendees, food options, etc. Other fundraising options were discussed but will be researched at a later time. Consensus of committee members was not to conduct a purse bingo this spring.

Vergas Community Fund

Lammers updated the committee that West Central Initiative will be offering a training at the Government Services Center on March 14th at 4pm for various committees and boards to fundraise. We will need to provide a representative if the committee would like to participate in the campaign. Norby and Pinke expressed interest in attending.

Building Tour

Members toured facility and made notes on projects.

Council Recommendations

- None

Follow up Actions

- None

The business for which the meeting was called having been completed, the meeting was adjourned at 6:00 p.m.
Respectfully submitted,

Paul Haarstick, Recording Secretary

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4. Status of Recommendations to City Council

None.

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5. Income and Expense

2024 Income and expenses

Files Attached

- 2024 Budget for Event Center.pdf

	<u>2024</u>	<u>2024 Year</u>
	<u>Budget</u>	<u>to date</u>
		<u>3/20/2024</u>
Revenue		
Paid by Vergas Property Taxes	23,759.00	0.00
Rent	17,600.00	2,540.00
Deposits	1,500.00	225.00
Insurance Refund	0.00	0.00
Sign Rental	40.00	0.00
Grants/Advertising	0.00	0.00
Refund & Reimbursement	0.00	0.00
Kitchen Remodel Fundraising	0.00	124.00
Contributions & Donations	500.00	0.00
Savings Account Transfer	0.00	0.00
Totals	43,399.00	2,889.00

Expenses

		**Council approved 520 hours of employee wages
Employee Wages	7,830.00	57.26
Deductions	660.00	25.20
Telephone (cell)	720.00	390.16
Professional Service	2,500.00	313.74
Office Supplies	50.00	0.00
Operating Supplies	4,000.00	1,087.73
Travel, Mtgs, & Schools	0.00	0.00
Repair & Maintenance. Supplies	1,600.00	0.00
Clothing Allowance	0.00	0.00
Internet	1,104.00	184.00
Security	500.00	0.00
Printing & Advertising	4,000.00	695.00
Insurance	3,085.00	0.00
Utility Services	8,200.00	2,586.10
Rubbish Service	1,600.00	314.16
Repair & Maintenance Service	2,600.00	958.19
City Share/Assessments	450.00	0.00
Improvements	5,000.00	525.72 *
Refund & Reimbursements	0.00	75.00
Totals	43,899.00	7,212.26
Year to Date Balance		(\$4,323.26)

2024 Improvements

Remove current cabinets and sink in smart room
 Replace Floor in smart room
 New Chairs for smart room
 Replace accordion door

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8. Fundraising Events

- A. Vergas Community Fund
- B. Advisory Board Activities