

**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, August 27, 2024**

1. Call to order

2. Additions and Deletions

3. Minutes

July 23, 2024

4. Status of Recommendations to City Council

None.

5. Income and Expense

2024 Income and expenses

6. Building Review

A. Energy Grant

B. Stove

B. Front door outside step

C. Sink

D. Expanding Wall

7. Fundraising Events

8. Adjournment

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3. Minutes

July 23, 2024

Files Attached

- 07.23.24 Event Center Advisory Board minutes.pdf

V.E.C. ADVISORY BOARD MEETING

City of Vergas
Vergas Event Center and Zoom ID
267-094-2170
(Password 56587)

VERGAS EVENT CENTER

Date: 7/23/2024

Time: 5:41pm

Additions and deletions

Expense/wattage

Agenda Approval Motion to approve by Pinke, seconded by Flateland. Motion carried.

Minutes

Motioned by Flateland, seconded by Pinke, Motion carried.

July 23rd **Called to order by Paul Pinke**

In Attendance: Paul Pinke, Deb Jacoby, Bev Flateland, Jezmae Burkett.

Absent: Vanessa Perry, Jay Norby, and James Stenger.

Motion by Flateland to approve addition, Seconded by Pinke. Motion Carried.

STATUS OF RECOMMENDATIONS TO CITY COUNCIL

Sizes and prices of handrailing, two railings (one for each side) to be mounted on the pillars.

Approve James Stenger as new member of the V.E.C. Advisory Board

INCOME AND EXPENSE

Flateland brought the data collected regarding the electricity used by the big cooler in bar area.

104 Kwh used in the 201 hours the reader was connected. About 8.375 days that calculated to be 12.4KWH per day. At 10.5 cents an hour its cost is \$1.30 per day. (see attached image)

Flateland motioned to approve of Lammers suggested budget proposal for 2025. Motion seconded by Pinke motion carried.

Jacoby motioned for Burkett to get a nametag that includes "event coordinator" on it. Flateland seconded. Motion carried.

Building review

Stove:

Zitzow has disconnected the stoves electrical. Dufrane removed the stove from the kitchen. Burkett needs to remind Dufrane to get it out of the utility room. We discussed how the Lions could maybe use electric roaster pans, over Loony Days. (temporarily) Jacoby motioned a poll among the individuals who use the equipment most. Lions, Dieterich, Fire and Rescue to collect their opinions and needs concerning the oven/stove. Seconded by Pinke carried unanimously. Jacoby questions the likelihood of getting a stove now via loan or other possibilities. Until we raised some funds. Ask Lammers what possible options are, if we could at least gain a down payment.

Front Door Outside Step:

Burkett has been in contact with summers construction/design, and Scott Ness. Regarding estimates, she wanted to know exactly what the board had in mind for railing installation. After our discussion about the handrails, Burkett will proceed to get the estimates. Flateland motioned the consideration of two railings, at least see what's out there. All in favor to carry.

Sink backsplash/wall repair:

No current progress. Norby was absent with his info on the expense of repair.

Expanding Wall Room Divider

Fundraising Events

No update on the comedian as Norby was absent.

Jacoby suggested that we be part of the community club as it promotes business.

Burkett asked about Las Vegas days, an event from the past put on by the Lions. Jacoby will ask the Lions who put that together. So, we could possibly have a fun casino play night, with prizes and fun.

Jacoby would still like to do purse bingo as it brought in a lot of funds. Maybe sell less tickets to reduce chaos.

Burkett suggested she could ask Perry how she organized it all the details. Since Perry is a busy woman Burkett could potentially do the work if Perry would explain how.

Motion to adjourn at 6:42 pm by Flateland. Jacoby seconded. Motion carried.

Minutes Recorded, typed, and submitted by: Jezmae Burkett

Council Recommendations

None

Follow Up Actions

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

Contact those who regularly use the stove/oven and get opinions.

Contact Perry about the means to purse bingo.

Ask the Lions how they went about their "Las Vegas Nights."

Consider a handrail on each pillar, if priced right.

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None.

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5. Income and Expense

2024 Income and expenses

Files Attached

- 2024 Budget for Event Center.pdf

2025 Proposed Budget 6.25.2024

	<u>2022 Year</u>	<u>2022 Year</u>	<u>2023</u>	<u>2023 Year to</u>	<u>2024</u>	<u>2024 Year to</u>	<u>2025</u>
	<u>to Date</u>	<u>to Date</u>	<u>Budget</u>	<u>Date</u>	<u>Budget</u>	<u>date</u>	<u>Proposed</u>
						<u>8/26/2024</u>	<u>Budget</u>
Revenue							
Paid by Vergas Property Taxes	0.00	10,216.76	29,900.00	62,615.83	23,759.00	23,489.80	37,364.00
Rent	10,895.00	13,600.00	17,600.00	11,604.00	17,600.00	6,800.00	12,000.00
Deposits	420.00	1,200.00	1,500.00	875.00	1,500.00	525.00	900.00
Sign Rental	0.00	240.00	30.00	0.00	40.00	0.00	40.00
Grants/Advertising	0.00	12,800.00	0.00	0.00	0.00	0.00	0.00
Refund & Reimbursement	5,100.00	0.00	0.00	0.00	0.00	0.00	0.00
Fundraising	0.00	0.00	0.00	28,947.85	0.00	124.00	0.00
Contributions & Donations	2,000.00	2,000.00	500.00	15,715.00	500.00	0.00	0.00
Totals	18,415.00	40,056.76	49,530.00	119,757.68	43,399.00	30,938.80	50,304.00
Expenses							
Employee Wages	2,432.96	0.00	300.00	1,516.07	7,830.00	2,166.89	7,830.00
Deductions	492.42	0.00	0.00	1,095.03	660.00	808.82	1,200.00
Telephone (cell)	0.00	0.00	0.00	531.36	720.00	850.16	990.00
Professional Service	1,471.00	3,003.65	3,800.00	1,074.64	2,500.00	1,169.07	1,500.00
Office Supplies	104.99	3.28	100.00	68.22	50.00	434.20	100.00
Operating Supplies	1,842.78	3,175.44	3,900.00	7,514.24	4,000.00	1,707.05	5,000.00
Travel, Mtgs, & Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Repair & Maintenance. Supplies	128.62	745.58	1,580.00	645.00	1,600.00	1,770.38	2,000.00
Clothing Allowance	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Internet	250.00	1,104.00	1,050.00	1,581.36	1,104.00	184.00	500.00
Security		0.00	0.00	0.00	500.00	0.00	1,000.00
Printing & Advertising	3,329.00	2,153.00	4,000.00	2,510.00	4,000.00	3,041.50	4,000.00
Insurance	1,495.00	3,085.00	1,900.00	3,795.00	3,085.00	3,915.00	3,000.00
Utility Services	4,813.93	7,566.20	8,000.00	6,813.41	8,200.00	4,539.82	8,200.00
Rubbish Service	1,374.87	1,272.51	1,500.00	2,175.74	1,600.00	1,122.86	1,600.00
Repair & Maintenance Service	1,655.96	3,455.23	3,000.00	4,356.45	2,600.00	3,817.74	3,000.00
City Share/Assessments	373.11	392.87	400.00	426.90	450.00	192.00	384.00
Improvements	2,815.14	0.00	20,000.00	64,710.44	5,000.00	4,344.31	10,000.00
Refund & Reimbursements	0.00	14,100.00	0.00	20,943.82	0.00	875.00	0.00
Totals	23,579.78	40,056.76	49,530.00	119,757.68	43,899.00	30,938.80	50,304.00

2025 Improvements

Remove current cabinets and sink in smart room

Replace Floor in smart room

New Chairs for smart room

Replace accordion door

Replace stove in kitchen

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Files Attached

- 8.26.24 Vergas Event Center Estimate PDF.pdf



Vergas Event Center

140 W Linden St

Vergas, MN 56587

Handrail Estimate

Install

2 - Single Post Handrails

\$300.00

Materials

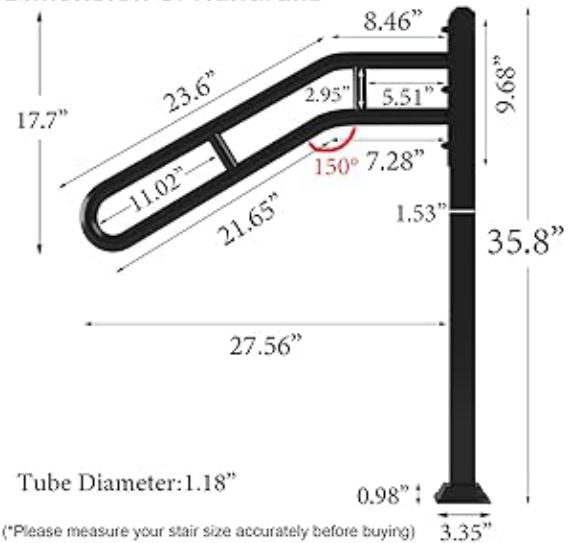
2 – Handrails

\$150.00

Total

\$450.00

Dimension of Handrails



<https://a.co/d/5hicOaZ>

