

Event Center Advisory Board
2025 March Event Center Meeting
Vergas Event Center and Zoom Id number 267-094-2170 (password
56587)
5:30 PM on Tuesday, March 25, 2025

1. Call to order

James Stenger will attend on zoom and will be located at 1414 College Way Fergus Falls Mn Room W618

2. Additions and Deletions

3. Minutes

A. February 25, 2025

4. Status of Recommendations to City Council

None.

5. Income and Expense

6. Rental

A. Facebook Post Results

B. Events to raise awareness

1. Bridal Fair

2. Adult Prom

7. Building Review

A. Kitchen

1. Window/Door Closure

B. Large Meeting Room

1. Projector

C. Committee: "To-Do" List

8. Adjournment

Table of Contents

1. Call to order	3
5. Minutes	4
6. Status of Recommendations to City Council	6
7. Income and Expense	7
Table 1	8
8. Rental	9
9. Building Review	10

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5. Minutes

A. February 25, 2025

Files Attached

- 2025-02-25 Event Center Agenda Minutes.pdf

CITY OF VERGAS
Event Center Advisory Minutes
Vergas Event Center & Zoom Teleconference
5:30 P.M. on Tuesday, February 25, 2025

The City of Vergas Event Center Advisory Committee was called to order by James Stenger on Tuesday, February 25, 2025, at 5:30 pm with the following members present: James Stenger, Deb Jacoby, Vanessa Perry and Robert Jacoby. Absent: Sarah Stone. Also present: Clerk-Treasurer Julie Lammers .

Approval of the Agenda

Following item added to the agenda: Sculpture.

Minutes

Motion by R. Jacoby, seconded by D. Jacoby to approve the minutes for November 26, 2024 and January 28, 2025. Motion carried unanimously.

Status of Recommendations to City Council

No items presented to the council.

Income and Expense

Lammers reviewed income and expenses provided for 2025 report.

Building Review

Reviewed kitchen window/door closure. Perry will look into and provide information. Jacoby has looked into garage door type closures, but they will not be soundproof. Griddle is working, knobs work on whatever setting they are set on.

Stenger and Lammers looked at the projector and it needs to be replaced. Stenger will look into options to replace. Stenger reviewed the sound system and will work with Lammers to replace old cables.

Committee "To-Do" List was discussed. Committee members will continue to look for items at the center needing to be done. Currently the maintenance staff is looking into placing the microphone on the ceiling and moving up the camera.

Lammers reviewed the energy information presented by WCI at the past council meeting. They are going out for bids on solar panels, and it will be 2026 before panels would be placed at the event center depending on the bid prices.

Sculpture

Perry questioned the committee regarding adding a sculpture to the front of the event center at no cost to the city. The committee felt this would be a good contribution and looks forward to hearing more regarding the sculpture.

Adjournment

Motion by D. Jacoby, seconded by R. Jacoby to adjourn the meeting at 6:35 pm. Motion passed unanimously.

Respectfully submitted,

Julie Lammers, CMC
Recording Secretary

Council Recommendations

None.

Follow up Actions

Perry will look into and provide information on window/door closures.

Stenger will look into options to replace the projector.

Perry will email Lammers comments from Facebook post and Lammers will provide to members.

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6. Status of Recommendations to City Council

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7. Income and Expense

Files Attached

- 2025 Budget for Event Center.pdf

	<u>2024</u>	<u>Year to date</u>		<u>Year to Date</u>
	<u>Budget</u>	<u>12/31/2024</u>	<u>2025 Budget</u>	<u>03/25/2025</u>
Revenue				
Paid by Vergas Property Taxes	23,759.00	29,640.44	34,424.00	0.00
Rent	17,600.00	9,043.60	10,000.00	2,465.75
Deposits	1,500.00	1250.00	500.00	987.38
Sign Rental	40.00	0.00	0	0.00
Grants/Advertising	0.00	0.00	0.00	0.00
Refund & Reimbursement	0.00	10160.38	0.00	0.00
Fundraising	0.00	124.00	0.00	0.00
Contributions & Donations	500.00	195.00	0.00	153.20
Totals	43,399.00	50,413.42	44,924.00	3,606.33
Expenses				
Employee Wages	7,830.00	4,471.76	7,830.00	366.37
Deductions	660.00	1,791.90	1,200.00	124.99
Telephone (cell)	720.00	0.00	0.00	0.00
Professional Service	2,500.00	1,433.43	1,500.00	494.77
Office Supplies	50.00	583.00	100.00	126.60
Operating Supplies	4,000.00	2,854.74	3,000.00	1,204.82
Travel, Mtgs, & Schools	0.00	39.53	0.00	0.00
Repair & Maintenance. Supplies	1,600.00	2,013.80	2,000.00	21.30
Internet & Phone	1,104.00	1582.52	2,094.00	379.05
Security	500.00	245.00	1,000.00	0.00
Printing & Advertising	4,000.00	4,326.80	4,000.00	854.00
Insurance	3,085.00	3,915.00	4,000.00	0.00
Utility Services	8,200.00	5,538.20	8,200.00	1,823.07
Rubbish Service	1,600.00	1,862.28	1,600.00	111.38
Repair & Maintenance Service	2,600.00	3,216.74	3,000.00	1,659.33
City Share/Assessments	450.00	384.00	400.00	0.00
Improvements	5,000.00	5,994.34	5,000.00	0.00
Refund & Reimbursements	0.00	10,160.38	0.00	153.20
Totals	43,899.00	50,413.42	44,924.00	7,318.88

2025 Improvements

Replace accordion door seperating large room from bar area

Replace accordion doors in kitchen

Savings Balance

Balance of Donation Items

Kitchen (Purse Bingo) 6,888.90

T.I.P. Donation 6,239.62

Total 13,128.52

Money Market Savings Account 967.31

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