

COMMISSION/BOARD MINUTES

VETERANS MEMORIAL AUDITORIUM COMMISSION – January 8, 2016

The Veterans Memorial Auditorium Commission met in regular session on Friday January 8, 2016, at 11:30 A.M. in the board room at the Veterans Memorial Auditorium pursuant to the rules and regulations of the Commission.

Present: Mickey Williams, Tom Walker, Gene Cavanaugh, Bob Mahoney, Dave Pedersen, Mayor Gene Gettys, Chuck Buhman

Absent: None

Staff Present: Manager Tim Miller

Call to order: Mickey Williams called the meeting to order at 11:45 A.M.

Approve Agenda: Gene Cavanaugh moved that the Agenda be approved as presented. Motion seconded by Bob Mahoney. Motion passed unanimously.

Conflicts of Interest: None stated.

Approve Minutes: Tom Walker moved that the minutes of the December 18th, 2015 regular meeting be approved. Motion seconded by Chuck Buhman. Motion passed unanimously.

Bills were presented for payment: December 2015 bills were reviewed. Gene Cavanaugh moved to approve the bills for payment as presented. Motion seconded by Bob Mahoney. Motion passed unanimously.

Manager's Report: Manager Tim Miller reported the following:

1. Score board is sold but not picked up yet. Bars have had some interest.
2. Water is in the gas line again. HMU said it is not their issue. May install drip leg to try to solve the issue if due to condensation.
3. Water leak in west lobby so far in check. Ceiling panel will go up once satisfied leak has stopped.
4. Have four good volleyballs. Purchasing 2 or 3 new balls approximately \$40 each.
5. Budget has been turned into Pam.
6. If a new gym floor is needed, a month will have to be set aside to fix and install. Discussion of other options besides wood court. Sports court, carpet, and cement whole floor were discussed.
7. "ATM machine inside" sign was asked to be put up on a door window. It was decided that the sign could be put up in the inside lobby door.

Board Actions: None

Set/Approve Date for Next Board Meeting – the next regular meeting Feb. 12, 2016 at 11:30 A.M.

There being no further business, the meeting was adjourned at 12:45 P.M.

CHAIRPERSON

SECRETARY

COMMISSION/BOARD MINUTES

VETERANS MEMORIAL AUDITORIUM COMMISSION – February 12, 2016

The Veterans Memorial Auditorium Commission met in regular session on Friday February 12, 2016, at 11:30 A.M. in the board room at the Veterans Memorial Auditorium pursuant to the rules and regulations of the Commission.

Present: Mickey Williams, Tom Walker, Gene Cavanaugh, Bob Mahoney, Dave Pedersen, Mayor Gene Gettys, Chuck Buhman

Absent: None

Staff Present: Manager Tim Miller, Asst. Manager Kelli Miller

Call to order: Mickey Williams called the meeting to order at 11:40 A.M.

Approve Agenda: Bob Mahoney moved that the Agenda be approved as presented. Motion seconded by Chuck Buhman. Motion passed unanimously.

Conflicts of Interest: None stated.

Approve Minutes: Gene Cavanaugh moved that the minutes of the January 8th, 2016 regular meeting be approved. Motion seconded by Tom Walker. Motion passed unanimously.

Bills were presented for payment: January 2016 bills were reviewed. Tom Walker moved to approve the bills for payment as presented. Motion seconded by Gene Cavanaugh. Motion passed unanimously.

Manager's Report: Manager Tim Miller reported the following:

1. Vendor fell at Gun Show. Ambulance was called and vendor taken to hospital. No claim filed to date.
2. The floor scrubber may need new batteries. Tim is going to have batteries tested and if needed, he would like to buy specific batteries made for scrubber. It would be around \$500 for the pair of batteries.
3. The Vet's was used as a warming station for the blizzard on Feb. 2nd. Tim opened the vet's at 5:00 am and two Red Cross nurses stayed here to monitor any stranded people from the storm. No one was brought to the vet's.
4. REM discussed the possibility of having their clients work here at the Vet's. Kelli will gather more information.
5. A bid was received from Klein fence to replace the white wood fence in the parking lot with 3 4x8 panels similar to fencing at cemetery only painted white with 4 posts and cemented guard posts for a quoted price of \$1958. See action below.
6. Purchased four new volleyballs for \$100.
7. Documented the policy for youth sign up events that the groups can use lobby for 3 hours per season free of charge. Any additional hours will be charged \$50 per hour.
8. Kelli researched replacing the carpet on walls behind bleachers and found a wall carpet and a booth fabric. The wall carpet would be around \$13,000 and the booth fabric would be around \$8000 for materials only.
9. If basketball floor needs to be replace, looked at a synthetic click together floor. Concern about joints and liquid leaking through. Would cost less than new hard wood floor. Discussion only.
10. Budget hearing went well. No changes anticipated.
11. Scoreboard and Bars sold and picked up.

Board Actions:

1. Motion was made by Gene Cavanaugh to accept Klein Fence's bid for \$1958 to replace white wood fence in parking lot. Chuck Buhman seconded the motion. Motion passed unanimously.

Set/Approve Date for Next Board Meeting – the next regular meeting Mar. 11, 2016 at 11:30 A.M.

There being no further business, the meeting was adjourned at 12:42 P.M.

CHAIRPERSON

SECRETARY

COMMISSION/BOARD MINUTES

VETERANS MEMORIAL AUDITORIUM COMMISSION – March 11, 2016

The Veterans Memorial Auditorium Commission met in regular session on Friday March 11, 2016, at 11:30 A.M. in the board room at the Veterans Memorial Auditorium pursuant to the rules and regulations of the Commission.

Present: Mickey Williams, Gene Cavanaugh, Bob Mahoney, Dave Pedersen, Mayor Gene Gettys, Chuck Buhman

Absent: Tom Walker

Staff Present: Manager Tim Miller, Asst. Manager Kelli Miller

Call to order: Mickey Williams called the meeting to order at 11:36 A.M.

The Harlan Lions Club presented the Veterans Memorial Auditorium the Iowa Lions Foundation - Warren Coleman Honorary Award. The Harlan Lions Club Mobile Food Pantry site has been hosted by the Auditorium for the past 3 years and the award is given in appreciation of their efforts and concerns for the welfare of those in need. The Coleman award is the highest recognition given by the Foundation for organizations that support humanitarian efforts in conjunction with Lionism in the state of Iowa. Verne Nelson and Christine Petersen from the Harlan Lions Club presented the award to Veterans Memorial Auditorium Commission President Mickey Williams.

Approve Agenda: Bob Mahoney moved that the Agenda be approved as presented. Motion seconded by Gene Cavanaugh. Motion passed unanimously.

Conflicts of Interest: None stated.

Approve Minutes: Chuck Buhman moved that the minutes of the February 12th, 2016 regular meeting be approved. Motion seconded by Bob Mahoney. Motion passed unanimously.

Bills were presented for payment: February 2016 bills were reviewed. Gene Cavanaugh moved to approve the bills for payment as presented. Motion seconded by Bob Mahoney. Motion passed unanimously.

Manager's Report: Manager Tim Miller reported the following:

1. Volleyball went well. Lots of forfeits because of school conflicts.
2. Bought new batteries for scrubber because the old batteries were leaking.
3. Received feedback from REM about their clients working here. The Director assured me that their clients would be supervised the entire time if they were to volunteer to work here, would not require compensation, would like to have 1 hour a month, and that they currently work at the Lutheran Church in Shelby. It was discussed that if insurance issues were covered and there is a written agreement that the board agreed to allow REM clients to work at Veterans Memorial Auditorium. See action below.
4. Water heater in Men's restroom tripping breaker. Looking at replacing the breaker or the whole panel. Also the pipes would bang when more than one toilet would flush at the same time causing water to gush out the relief valve of water heater onto men's restroom floor. Had plumber install an expansion tank to help the issue.

Board Actions:

1. Motion was made by Gene Cavanaugh to allow REM clients to work 1 hour a month at Veterans Memorial Auditorium if there are no insurance issues and there is a written agreement. Chuck Buhman seconded the motion. Motion passed unanimously.

Set/Approve Date for Next Board Meeting – the next regular meeting April 8, 2016 at 11:30 A.M.

There being no further business, the meeting was adjourned at 12:22 P.M.

CHAIRPERSON

SECRETARY

COMMISSION/BOARD MINUTES

VETERANS MEMORIAL AUDITORIUM COMMISSION – April 8, 2016

The Veterans Memorial Auditorium Commission met in regular session on Friday April 8, 2016, at 11:30 A.M. in the board room at the Veterans Memorial Auditorium pursuant to the rules and regulations of the Commission.

Present: Mickey Williams, Tom Walker, Gene Cavanaugh, Dave Pedersen, Mayor Gene Gettys, Chuck Buhman

Absent: Bob Mahoney

Staff Present: Manager Tim Miller, Asst. Manager Kelli Miller

Call to order: Mickey Williams called the meeting to order at 11:40 A.M.

Approve Agenda: Gene Cavanaugh moved that the Agenda be approved as presented. Motion seconded by Chuck Buhman. Motion passed unanimously.

Conflicts of Interest: None stated.

Approve Minutes: Tom Walker moved that the minutes with corrections of the March 11th, 2016 regular meeting be approved. Motion seconded by Gene Cavanaugh. Motion passed unanimously.

Bills were presented for payment: March 2016 bills were reviewed. Chuck Buhman moved to approve the bills for payment as presented. Motion seconded by Gene Cavanaugh. Motion passed unanimously.

Manager's Report: Manager Tim Miller reported the following:

1. \$500 in advertising/special event budget item was for the entertainment for 50 year celebration.
2. The Agency confirmed that REM & Concern carry their own insurance for incidents and that we will be fine allowing REM clients to volunteer here. Kelli will inform REM contact and start the process.
3. West lobby doors have been not working properly. Hoss from Park Dept. came and adjusted. The board discussed the option of replacing all lobby doors for around \$19,000 but since adjustment and east side hardly used there was no decision made at this time.
4. The Chamber asked if the Armed Forces Freedom Ride could be displayed on sign but it was agreed on that we would only high light on the sign Armed Forces Day.
5. There have been 2 off season weddings booked. One in January 2017 and one in February 2017. Because of the cost and labor the board decided that charge for off season (November – March) wedding for the decorations would be \$400. See action below.

Board Actions:

1. Motion was made by Mickey Williams to charge \$400 for off season (November – March) wedding decorations. Chuck Buhman seconded the motion. Motion passed unanimously.

Set/Approve Date for Next Board Meeting – the next regular meeting May 6, 2016 at 11:30 A.M.

There being no further business, the meeting was adjourned at 12:56 P.M.

CHAIRPERSON

SECRETARY

COMMISSION/BOARD MINUTES

VETERANS MEMORIAL AUDITORIUM COMMISSION – May 6, 2016

The Veterans Memorial Auditorium Commission met in regular session on Friday May 6, 2016, at 11:30 A.M. in the board room at the Veterans Memorial Auditorium pursuant to the rules and regulations of the Commission.

Present: Mickey Williams, Tom Walker, Gene Cavanaugh, Dave Pedersen, Bob Mahoney, Mayor Gene Gettys

Absent: Chuck Buhman

Staff Present: Manager Tim Miller, Asst. Manager Kelli Miller

Call to order: Mickey Williams called the meeting to order at 11:37 A.M.

Approve Agenda: Bob Mahoney moved that the Agenda be approved as presented. Motion seconded by Tom Walker. Motion passed unanimously.

Conflicts of Interest: None stated.

Approve Minutes: Gene Cavanaugh moved that the minutes with corrections of the April 8th, 2016 regular meeting be approved. Motion seconded by Bob Mahoney. Motion passed unanimously.

Bills were presented for payment: April 2016 bills were reviewed. Tom Walker moved to approve the bills for payment as presented. Motion seconded by Gene Cavanaugh. Motion passed unanimously.

Manager's Report: Manager Tim Miller reported the following:

1. Compared year to date monthly income which showed \$1182.42 less revenue for same period last fiscal year. Hopeful that the last three weddings will bridge that gap.
2. The parks department is having movie night in the park June 4th. In case of increment weather the Vets will be used as a backup site. No rent since it is a city function.
3. Reviewed rental rates, corrected outdated fees and reworded fees to eliminate confusion on charges for tables, chairs and decorations. See action below.
4. Three outlets in kitchen not functioning because the power wires were cut at some point. Petsche Mechanical is looking into.
5. There was an arrest in the parking lot of the vets building on April 29th, 2016. It was unrelated to any function at the Veterans Memorial Auditorium.
6. AED battery depleted and needs replaced. Also discussed having a fully stocked and monitored first aid kit for \$225 that would meet OSHA standards. All agreed these are to be done. Since under \$500 no need for a motion.
7. Gene Cavanaugh agreed to serve another 3 year term on the Vet's Commission.
8. Discussion of election of officers took place. See action below.

Board Actions:

1. Motion was made by Mickey Williams to make the fee for first day of wedding to be \$550 to include decorations instead of stating as a separate fee during peak wedding season from April 1 to October 31. In the months of November through March the fee will be \$400 for first day with the option of \$400 decoration fee. Gene Cavanaugh seconded the motion. Motion passed unanimously.
2. Motion was made by Gene Cavanaugh to reappoint Mickey Williams as Chair person. Bob Mahoney seconded the motion. Motion passed unanimously.
3. Motion was made by Bob Mahoney to reappoint Tom Walker as Secretary. Gene Cavanaugh seconded the motion. Motion passed unanimously.

Set/Approve Date for Next Board Meeting – the next regular meeting June 10, 2016 at 11:30 A.M.

There being no further business, the meeting was adjourned at 12:55 P.M.

CHAIRPERSON

SECRETARY

COMMISSION/BOARD MINUTES

VETERANS MEMORIAL AUDITORIUM COMMISSION – June 10, 2016

The Veterans Memorial Auditorium Commission met in regular session on Friday June 10, 2016, at 11:30 A.M. in the board room at the Veterans Memorial Auditorium pursuant to the rules and regulations of the Commission.

Present: Mickey Williams, Tom Walker, Gene Cavanaugh, Dave Pedersen, Bob Mahoney, Chuck Buhman, Mayor Gene Gettys

Absent: None

Staff Present: Manager Tim Miller, Asst. Manager Kelli Miller

Call to order: Mickey Williams called the meeting to order at 11:45 A.M.

Approve Agenda: Gene Cavanaugh moved that the Agenda be approved as presented. Motion seconded by Tom Walker. Motion passed unanimously.

Conflicts of Interest: None stated.

Approve Minutes: Chuck Buhman moved that the minutes with corrections of the May 6th, 2016 regular meeting be approved. Motion seconded by Bob Mahoney. Motion passed unanimously.

Bills were presented for payment: May 2016 bills were reviewed. Bob Mahoney moved to approve the bills for payment as presented. Motion seconded by Gene Cavanaugh. Motion passed unanimously.

Manager's Report: Manager Tim Miller reported the following:

1. Revisited hosting MMA, wrestling, arm wrestling, etc. events. Board decided to leave policy of not having those type of events here. Would revisit if a request comes in.
2. Elementary track meet on May 13 had bad storm pop up. Kids were sheltered at Vets until bus could transport them back to school.
3. First aid kit and AED battery were purchased and installed. First aid kit was installed in the North East corner by the walk-in cooler, visible for public use but high enough so children cannot mess with.
4. Old speakers from vets, that are currently in store room being unused, are going to be sold for \$50 each or best offer.
5. With The Can Place being sporadically open, the commission decided that the bottles and cans will be donated when can place is unavailable.
6. Rosettes on commemorative plaque in west lobby need replaced. Star rosettes to replace current or missing style.
7. Reviewed some possible future updates to building including: acoustic tiles in gym, front glass doors, restroom wood doors, main lobby paneling.

Board Actions:

None.

Set/Approve Date for Next Board Meeting – the next regular meeting July 8, 2016 at 11:30 A.M.

There being no further business, the meeting was adjourned at 12:30 P.M.

CHAIRPERSON

SECRETARY

COMMISSION/BOARD MINUTES

VETERANS MEMORIAL AUDITORIUM COMMISSION – July 15, 2016

The Veterans Memorial Auditorium Commission met in regular session on Friday July 15, 2016, at 11:30 A.M. in the board room at the Veterans Memorial Auditorium pursuant to the rules and regulations of the Commission.

Present: Mickey Williams, Tom Walker, Gene Cavanaugh, Dave Pedersen, Bob Mahoney, Chuck Buhman, Mayor Gene Gettys

Absent: None

Staff Present: Manager Tim Miller, Asst. Manager Kelli Miller

Call to order: Mickey Williams called the meeting to order at 11:40 A.M.

Approve Agenda: Chuck Buhman moved that the Agenda be approved as presented. Motion seconded by Bob Mahoney. Motion passed unanimously.

Conflicts of Interest: None stated.

Approve Minutes: Gene Cavanaugh moved that the minutes of the June 10th, 2016 regular meeting be approved. Motion seconded by Tom Walker. Motion passed unanimously.

Bills were presented for payment: June 2016 bills were reviewed. Tom Walker moved to approve the bills for payment as presented. Motion seconded by Gene Cavanaugh. Motion passed unanimously.

Manager's Report: Manager Tim Miller reported the following:

1. Compared income reports from 2014-2015 to 2015-2016. Total income down \$5125.47 from last fiscal year. Also reviewed type of events report and attendance report, determined it to be an average year.
2. Harlan police officer visited last wedding and revealed that wedding party has been on Merrill Field and went through a residential yard to get to field. At this time no action was taking by police just wanted to inform manager of issue.
3. Plaque rosettes were ordered for \$80 each for plaque in west lobby.
4. Street department painted hash marks outside north east lobby doors for no parking. It is working well.
5. Discussed the request from the wedding in January 2017 to reduce the rate for decorations. The commission decided to leave fee as is.
6. Discussed removing bleachers and fixing outlets behind bleachers. Looking into finding someone interested in removing bleachers.
7. Fluorescent lights in gym are flickering, try to change bulbs but didn't fix issue. Discussed replacing with LED fixtures but with anticipating upcoming expense with gym floor or removing bleachers board decided to just fix issues with each light fixture as they arise.

Board Actions: None.

Set/Approve Date for Next Board Meeting – the next regular meeting August 12, 2016 at 11:30 A.M.

There being no further business, the meeting was adjourned at 12:50 P.M.

CHAIRPERSON

SECRETARY

COMMISSION/BOARD MINUTES

VETERANS MEMORIAL AUDITORIUM COMMISSION – August 12, 2016

The Veterans Memorial Auditorium Commission met in regular session on Friday August 12, 2016, at 11:30 A.M. in the board room at the Veterans Memorial Auditorium pursuant to the rules and regulations of the Commission.

Present: Mickey Williams, Gene Cavanaugh, Dave Pedersen, Chuck Buhman, Mayor Gene Gettys

Absent: Bob Mahoney, Tom Walker

Staff Present: Manager Tim Miller, Asst. Manager Kelli Miller

Call to order: Mickey Williams called the meeting to order at 11:42 A.M.

Approve Agenda: Gene Cavanaugh moved that the Agenda be approved as presented. Motion seconded by Chuck Buhman. Motion passed unanimously.

Conflicts of Interest: None stated.

Approve Minutes: Gene Cavanaugh moved that the minutes of the July 15th, 2016 regular meeting be approved. Motion seconded by Chuck Buhman. Motion passed unanimously.

Bills were presented for payment: July 2016 bills were reviewed. Chuck Buhman moved to approve the bills for payment as presented. Motion seconded by Gene Cavanaugh. Motion passed unanimously.

Manager's Report: Manager Tim Miller reported the following:

1. Petche Electrical completed outlet issues in kitchen.
2. Someone is interested in taking the bleachers for scrap.
3. Huge wasp problem this year, keep building nests outside lobby doors.
4. Discussion whether pop machine is worth keeping since it is not making hardly any profit.
5. Had a handicapped guest attend wedding and could not get into restroom. Discussed options for making an ADA accessible restroom with four possible options: a: Create a Unisex ADA restroom from office space, b: Create a Unisex ADA restroom in north store room, c: Create a Unisex ADA restroom in one of the lobbies, or d: remodel current restrooms with a new entrance. Commission decided that remodeling current restrooms sounded most economical without losing too much vital space.
6. Wish list of updates was presented and ranked most important issues to be done this fiscal year. Restrooms and removing bleachers determined to take priority. May look at seeing if donations are an option for funding.

Board Actions: None.

Set/Approve Date for Next Board Meeting – the next regular meeting September 9, 2016 at 1:03 P.M.

There being no further business, the meeting was adjourned at 12:50 P.M.

CHAIRPERSON

SECRETARY

COMMISSION/BOARD MINUTES

VETERANS MEMORIAL AUDITORIUM COMMISSION – September 9, 2016

The Veterans Memorial Auditorium Commission met in regular session on Friday September 9, 2016, at 11:30 A.M. in the board room at the Veterans Memorial Auditorium pursuant to the rules and regulations of the Commission.

Present: Mickey Williams, Gene Cavanaugh, Chuck Buhman, Bob Mahoney, Tom Walker, City Administrator Gene Gettys

Absent: Dave Pedersen

Staff Present: Manager Tim Miller, Asst. Manager Kelli Miller

Call to order: Mickey Williams called the meeting to order at 11:45 A.M.

Approve Agenda: Gene Cavanaugh moved that the Agenda be approved as presented. Motion seconded by Chuck Buhman. Motion passed unanimously.

Conflicts of Interest: None stated.

Approve Minutes: Chuck Buhman moved that the minutes of the August 12th, 2016 regular meeting be approved. Motion seconded by Gene Cavanaugh . Motion passed unanimously.

Bills were presented for payment: August 2016 bills were reviewed. Bob Mahoney moved to approve the bills for payment as presented. Motion seconded by Tom Walker. Motion passed unanimously.

Manager's Report: Manager Tim Miller reported the following:

1. Baxter's Lumber produced a bid to update restrooms for \$18,550. Commission agreed that other bids should be considered before a decision is made.
2. All commission members agreed to have their meeting packets emailed to them.
3. Feed My Starving Children organization is looking at Vet's to host a food packing station. Since they would need the building for Friday and Saturday it was agreed that we would charge them the full rate of \$400 for first day and \$150 for second day.
4. Jaxon Rold family asked about hosting a fundraiser for him at Vet's in April. Since they can complete the fundraiser in the 6 hours it was discussed about giving them the non-profit rate of \$200. See action below.
5. Need to replace one more LED light outside. Because of the increased prices Tim wants to order 3 to avoid higher prices in future. See action below.
6. While Tim has worked football games he has witnessed numerous times when the players and fans are put in danger by cars passing through on the east side of the building. Therefore the police chief, city administrator, athletic director and superintendent met and agreed that closing the east side of the vets building is imperative for public safety. The trial run will be September 16. This will be accomplished with rope and cones which the high school is providing.

Board Actions:

1. Motion was made by Gene Cavanaugh to give the non-profit reduced rate for the Jaxon Rold Fundraiser. Chuck Buhman seconded the motion. Motion passed unanimously.
2. Motion was made by Bob Mahoney to order 3 new LED lights from Kris Davis for around \$1000. Chuck Buhman seconded the motion. Motion passed unanimously.

Set/Approve Date for Next Board Meeting – the next regular meeting October 14, 2016 at 1:03 P.M.

There being no further business, the meeting was adjourned at 12:50 P.M.

CHAIRPERSON

SECRETARY

COMMISSION/BOARD MINUTES

VETERANS MEMORIAL AUDITORIUM COMMISSION – October 14, 2016

The Veterans Memorial Auditorium Commission met in regular session on Friday October 14, 2016, at 11:30 A.M. in the board room at the Veterans Memorial Auditorium pursuant to the rules and regulations of the Commission.

Present: Mickey Williams, Gene Cavanaugh, Chuck Buhman, Bob Mahoney, Tom Walker, City Administrator Gene Gettys

Absent: Dave Pedersen

Staff Present: Manager Tim Miller, Asst. Manager Kelli Miller

Call to order: Mickey Williams called the meeting to order at 11:43 A.M.

Approve Agenda: Tom Walker moved that the Agenda be approved as presented. Motion seconded by Bob Mahoney. Motion passed unanimously.

Conflicts of Interest: None stated.

Approve Minutes: Gene Cavanaugh moved that the minutes of the September 16th, 2016 regular meeting be approved. Motion seconded by Chuck Buhman. Motion passed unanimously.

Bills were presented for payment: September 2016 bills were reviewed. Gene Cavanaugh moved to approve the bills for payment as presented. Motion seconded by Bob Mahoney. Motion passed unanimously.

Manager's Report: Manager Tim Miller reported the following:

1. Veterans Memorial Auditorium 50 Year Celebration Commission meeting will be on November 9th, therefore we will have our regular Vets commission meeting on November 18th. Open House for the 50 Year Celebration will be on November 12th from 5-7 pm.
2. Basketball court floor is holding up and have not seen any evidence of bubbling.
3. Cones and barriers for home football games are working well.
4. Volleyball league is in question this year because of wedding, restroom repair and removal of bleachers. Will make a decision before October is over.
5. Reviewed hours for wedding contract because now it states that the vets is available from 8 am on Friday to 12 am (midnight) on Saturday. This is in question because of an inquiry about a scrapbooking 3 day event where first day is 4pm to 12am for \$400 rate, second day from 8am to 12am for \$150 rate and third day from 8 am to 5 pm for \$150 rate. See action below.
6. A public notice was sent out in the newspaper to take bids for the removal of the bleachers with specific dates and \$2000 deposit for damage. The fire department will remove bleachers if no other bids are submitted.
7. Received a bid from Alpha & Omega to update restrooms which was higher than Baxter. Baxter will withdrawal his bid if someone that bids usually purchases material from him. Waiting for a potential bid from Leinen Construction. If Leinen Construction bids, Tim intends to send email for commission vote. See action below.

Board Actions:

1. Motion was made by Tom Walker to set facility hours from 7 am to 11 pm, with a full day at the rate of \$400 for 12 hours and additional days at the rate of \$150 for 8 hours with \$50 an hour over the 8 hours. Gene Cavanaugh seconded the motion. Motion passed unanimously.
2. Motion was made by Bob Mahoney that if Leinen Construction is higher than Baxter Lumber, Baxter will get the bid. Chuck Buhman seconded the motion. Motion passed unanimously.

Set/Approve Date for Next Board Meeting – the next regular meeting November 18, 2016 at 11:30 A.M.

There being no further business, the meeting was adjourned at 1:20 P.M.

CHAIRPERSON

SECRETARY

COMMISSION/BOARD MINUTES

VETERANS MEMORIAL AUDITORIUM COMMISSION – November 18, 2016

The Veterans Memorial Auditorium Commission met in regular session on Friday November 18, 2016, at 11:30 A.M. in the board room at the Veterans Memorial Auditorium pursuant to the rules and regulations of the Commission.

Present: Mickey Williams, Gene Cavanaugh, Chuck Buhman, Bob Mahoney, Tom Walker, Mayor Kate Kohorst

Absent: Dave Pedersen, City Administrator Gene Gettys

Staff Present: Manager Tim Miller, Asst. Manager Kelli Miller, Brian Taylor

Call to order: Mickey Williams called the meeting to order at 11:35 A.M.

Approve Agenda: Bob Mahoney moved that the Agenda be approved as presented. Motion seconded by Gene Cavanaugh. Motion passed unanimously.

Conflicts of Interest: None stated.

Brian Taylor expressed concerns about an event held at Veterans Memorial Auditorium. Further discussion ensued.

Approve Minutes: Chuck Buhman moved that the minutes of the October 14th, 2016 regular meeting be approved. Motion seconded by Bob Mahoney. Motion passed unanimously.

Bills were presented for payment: October 2016 bills were reviewed. Bob Mahoney moved to approve the bills for payment as presented. Motion seconded by Tom Walker. Motion passed unanimously.

Manager's Report: Manager Tim Miller reported the following:

1. Adjustments were made in bar inventory. The premium vodka was replace with a cheaper but same quality vodka as well as switching from a Riesling wine to a Moscato wine so the wine labels are all the same. These adjustments cost less so it will increase profit.
2. The 50 Year Anniversary Celebration invitation meeting had a great turn out went very smooth. The open house was less attended prepared for 500 had maybe 75.
3. There are only 5 volleyball teams signed up so far. Deadline is today. Will make a decision next week whether to have the league.
4. Lights in the parking lot are now turned on so they light every night.
5. Charlie Gearheart made a donation to the Vet's building. It will be used to fund the remodeling of the restrooms.
6. Bleachers will be removed by the Fire Department the week of December 12th.
7. Bids were ask by Leinen Construction and Miller Construction to replace paneling by office. The bids were \$5500 (Leinen) and \$3800 (Miller). Want to see what repair is needed when bleachers are removed before paneling is addressed.
8. Basketball floor is due for a top coat. Again want to see what repair is needed when bleachers are removed.

Board Actions: NONE

Set/Approve Date for Next Board Meeting – the next regular meeting December 16, 2016 at 11:30 A.M.

There being no further business, the meeting was adjourned at 1:13 P.M.

CHAIRPERSON

SECRETARY

COMMISSION/BOARD MINUTES

VETERANS MEMORIAL AUDITORIUM COMMISSION – December 16, 2016

The Veterans Memorial Auditorium Commission met in regular session on Friday December 16, 2016, at 11:30 A.M. in the board room at the Veterans Memorial Auditorium pursuant to the rules and regulations of the Commission.

Present: Mickey Williams, Gene Cavanaugh, Chuck Buhman, Bob Mahoney, Tom Walker, Dave Pedersen, City Administrator Gene Gettys

Absent: Mayor Kate Kohorst

Staff Present: Manager Tim Miller, Asst. Manager Kelli Miller

Call to order: Mickey Williams called the meeting to order at 11:38 A.M.

Approve Agenda: Gene Cavanaugh moved that the Agenda be approved as presented. Motion seconded by Bob Mahoney. Motion passed unanimously.

Conflicts of Interest: None stated.

Approve Minutes: Gene Cavanaugh moved that the minutes of the November 18th, 2016 regular meeting be approved. Motion seconded by Tom Walker. Motion passed unanimously.

Bills were presented for payment: November 2016 bills were reviewed. Chuck Buhman moved to approve the bills for payment as presented. Motion seconded by Bob Mahoney. Motion passed unanimously.

Manager's Report: Manager Tim Miller reported the following:

1. The commission viewed the progress of bathroom remodel. Everything on schedule.
2. Bleachers are removed. Painting has begun by Kelli. Decided to continue with the white stripe around the gym to match the pillars by stage. Also need to address the tripping hazard of the concrete grooves against the west and east walls. Tim will look into a solution.
3. Tim presented the budget to the commission for fiscal year 2017-2018. See action below.
4. Need to replace two commission members in April. Asked the commission to think of replacements and present him/her at next meeting.

Board Actions:

1. Motion was made by Gene Cavanaugh to approve and present the recommended 2017-2018 budget to City Council. Chuck Buhman seconded the motion. Motion passed unanimously.

Set/Approve Date for Next Board Meeting – the next regular meeting January 13, 2017 at 11:30 A.M.

There being no further business, the meeting was adjourned at 1:20 P.M.

CHAIRPERSON

SECRETARY