

VETERANS MEMORIAL COMMISSION  
MONDAY, APRIL 8, 2019 AT 5:15 P.M.  
IN THE COMMUNITY ROOM  
OF THE DRAKE COMMUNITY LIBRARY

TENTATIVE AGENDA

---

Roll Call:

Terry Stringfellow \_\_\_\_\_ Leo Lease \_\_\_\_\_ Gwen Rieck \_\_\_\_\_ Randall Hotchkin \_\_\_\_\_

1. Perfecting and Approval of Agenda
2. Approve minutes from Monday, Mar. 11, 2019
3. Monthly budget report
4. Greater Poweshiek Community Foundation Monthly Balance Report
5. Approve bills for payment (*bills are paid at the next regular council meeting with the exception of utility bills*)
  - Alliant Energy \$97.88 (paid 3/18/19)
  - Alliant Energy \$79.26 (paid 4/8/19)
  - RDG \$11536.49 (paid 4/1/19)
  - Amperage \$7917.00 (paid 4/1/19)
  - ICAP (property ins.) \$1267.41 (paid 4/1/19)
6. Amperage Marketing & Fundraising Contract - update
7. RDG Architects - update
8. Fundraising Steering Committee - update
9. Inquiries:  
(*All inquiries or comments are limited to two minutes per person and those wishing to speak must be recognized by the chair before beginning*).
10. Adjournment:

Next Meeting: May 13, 2019 at the Drake Community Library Community Room.

VETERANS MEMORIAL COMMISSION  
MONDAY, MARCH 11, 2019 AT 5:15 P.M.  
IN THE COMMUNITY ROOM  
DRAKE COMMUNITY LIBRARY

**AGENDA**

---

Meeting was called to order at 5:15pm. Present: Terry Stringfellow, Leo Lease, Gwen Rieck, Randy Hotchkin; Absent: Marie Andrews

1. **Perfecting Agenda:** No changes.
2. **MOTION** by Hotchkin, second by Rieck: To accept minutes from Monday, Nov 19,2018 as presented. All Ayes, motion carried.
3. Monthly Budget Report: Lease reported a balance of \$62,921 remaining in 2018-2019 budget.
4. **Greater Poweshiek Community Foundation** reports a balance of \$9,443.50.
5. **Approval of bills: MOTION** by Stringfellow, second by Hotchkin for payment of bills:

Alliant Energy	\$113.70 (paid 12/21/19)
Alliant Energy	\$90.44 (paid 1/25/19)
Amperage Marketing	\$7917.00 (paid 1/11/19)
RDG	\$6716.35 (paid 2/4/19)
RDG	\$5325.64 (paid 3/4/19)

All Ayes, motion was carried.
6. **Amperage Marketing:** Discussion concerned organization for production of promotional materials. Filming for video is set for April 1.
7. **RDG Architects:** Discussion concerned the interconnected nature of fundraising goals and the need for Commission guidelines for producing specific building plans.  
Motion by Rieck, Second by Hotchkin: Unanimous, **APPROVED** by the Commission.  
**MOTION:**Be it resolved the Grinnell Veterans Memorial Commission shall convey to designers at RDG Architects the following parameters to expedite the production of Veterans Memorial Building renovation building design plans:
  1. Living space shall be located in the lower building level.
  2. Flexible use space in the upper level of the building to accommodate meeting, event, display and studio functions.
  3. Use exterior design to reflect the lines of the original building and complement the design of our new city park.
  4. Create turnkey plans with \$1,500,000 budget. Create contingency plans with \$1,900,000 budget.
8. **Fundraising Steering Committee:** No report.
9. Inquiries: None

Next meeting April 8, 2019 at the Drake Community Library, Community Room.

10. Adjournment: MOTION: Move to adjourn by Stringfellow, second by Rieck. AllAyes. Motion carried

Next meeting April 8, 2019 at the Drake Community Library, Community Room.



**Veteran's Memorial Building YTD Budget Report  
Fiscal Year 2018 - 2019**

		<b>2017-2018 ACTUAL</b>	<b>2018-2019 BUDGET</b>	<b>YTD ACTUAL</b>	<b>Proposed Bills list 05/06/19</b>	<b>2018-2019 REMAINING BUDGET</b>
<b>Beginning Balance</b>		\$ -	\$ -	\$ -		\$ -
Revenues:						
002-3.470.2.4705	VM - Contribution Priv	\$ 16,184	\$ 13,067	\$ 13,067	\$ -	\$ -
002-3.470.2.4780	Other Miscellaneous Revenue	-	-	-	-	-
002-3.470.4.4020	Vets Mem - Property Tax	-	109,385	64,381	-	-
002-3.470.4.4060	Vets Mem - Excise Tax	-	1,752	571	-	-
002-3.470.4.4300	Vets Mem - Interest Earned	-	1,600	1,562	-	-
002-3.470.4.4432	Vets Mem - Rollback Rep	-	2,303	2,303	-	-
<b>Total Revenues</b>		\$ 16,184	\$ 128,107	\$ 81,884		\$ -
Expenditures:						
002-4.470.2.6371	Utilities	1,093	2,000	749	-	1,251
002-4.470.2.6409	General Insurance	800	800	-	-	800
002-4.470.2.6420	Consulting/Professional Fees	15,345	90,385	34,613	-	55,772
002-4.470.2.6428	Misc Cont Work i.e. Fundraising	-	-	-	-	-
002-4.470.2.6445	Refunds	-	-	-	-	-
002-4.470.2.6513	Misc Supplies & Materials	-	4,000	-	-	4,000
002-4.470.3.6570	Building Improvements	-	1,000	-	-	1,000
<b>Total Expenditures</b>		\$ 17,238	\$ 98,185	\$ 35,362	\$ -	\$ 62,823
002-4.910.5.6911	Transfers Out	\$ -	\$ -	\$ -		
<b>Total Transfers</b>		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures and Transfers Out</b>		\$ 17,238	\$ 98,185	\$ 35,362	\$ -	\$ 62,823
<b>Ending Balance</b>		\$ (1,054)	\$ 29,922	\$ 46,522		\$ (62,823)

\*Note - Misc Contract and Building Imp budget amounts have been adjusted according to where expenses are incurred.

Fund Balance as of February 28th., 2019  
 Grinnell Veterans Memorial Commission Building Campaign - 0136

	Current Period	YTD
Gifts	0.00	10,595.00
Investment Income (Loss)	0.00	4.18
-----		
Total Revenues	0.00	10,599.18
Program Expenses	0.00	13,067.44
Administrative Cost Share	0.00	529.75
Bank Charges/Online Donation Fees	0.00	3.90
On-Site Meeting Expenses	47.14	47.14
Printing & Reproduction	1.44	6.45
-----		
Total Expenses	48.58	13,654.68
-----		
Net Income (Loss)	(48.58)	(3,055.50)
=====		
Beginning Fund Balance		12,450.42
Net Income (Loss)		(3,055.50)
Ending Fund Balance		9,394.92

## Grinnell Veterans Memorial Commission Building Campaign - 0136

Type	Name	Date	Amount
Gift	The Deb Lease Trust	08/14/2018	10,000.00
Gift	Benjamin and Arlene Guenther	10/08/2018	25.00
Gift	JoAnn Cogley Hunter	10/09/2018	50.00
Gift	Dr. Robert and Janet Koller	10/16/2018	50.00
Gift	Colleen M. Wiley	10/16/2018	150.00
Gift	Carl and Candace Ahrens	10/22/2018	20.00
Gift	Darla Pearce	10/24/2018	10.00
Gift	Deborah Carey	10/31/2018	50.00
Gift	Transfer from GPCF Spirit of Giving Event	10/31/2018	30.00
Gift	Oliver V. Miller	12/03/2018	10.00
Gift	Bev Brown	12/10/2018	100.00
Gift	B.J. and Mary Denton	12/11/2018	100.00
** Total Gifts			10,595.00