

**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, June 25, 2024**

**1. Call to order**

**2. Additions and Deletions**

**3. Minutes**

May 28, 2024

**4. Status of Recommendations to City Council**

None

**5. Income and Expense**

2024 Income and expenses

2025 Budget Request-needs to be returned to Clerk-Treasurer by August 1, 2024

**6. Building Review**

Stove

Front door outside step

Sink

Expanding Wall

Coke Machine - do we want to sell (bar does not use)

**7. Fundraising Events**

**8. Adjournment**

# Table of Contents

3. Minutes .....	3
Status of recommendations to Council .....	4
income and expense .....	4
Building review .....	4
ADJORNMENT .....	5
4. Status of Recommendations to City Council .....	6
5. Income and Expense .....	7
Sheet1 .....	8
6. Building Review .....	10

**Event Center Advisory Board  
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**3. Minutes**

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May 28, 2024

**Files Attached**

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- 5.28.24 Event Center Advisory Board Minutes.pdf

# V.E.C BOARD MEETING

## VERGAS EVENT CENTER

### City of Vergas

Vergas Event Center and Zoom ID  
267-094-2170

5/28/2024 Time: 5:37pm

**In Attendance: Members:** Paul Pinke, Jay Norby, Deb Jacoby, Bev Flateland and Event Center Coordinator Jezmae Burkett. **Absent:** Paul Haarstick, Vanessa Perry.

Called to order by Paul Pinke

### Approval of Agenda

Motioned by Bev F. carried by Deb Jacoby, and Jay Norby.

### Minutes

Motioned by Jay N. Approved by Bev F. and Paul Pinke.

## STATUS OF RECOMMENDATIONS TO COUNCIL

Received requested bulletin board.

New stove needed; Current stove burner sparked when used by Lions member. Mike Dufrane and Jezmae B. called the VULCAN company to order new part. We were informed there are no parts or substitutes available. As the model in kitchen is obsolete. The day it sparked on Lions' members they just didn't use the sparky burner. The other four did not spark, it is still a safety hazard in its condition.

## INCOME AND EXPENSE

Utilities still above budget for year. We figure it may be the older coolers in the bar area which are kept running. Shutting them down between the times needed caused them to not work in the past. Lions' 'members had to order and replace an expensive part. Discussed finding a way to check energy consumption of coolers.

## BUILDING REVIEW

The roof leak is fixed.

Jay Norby has stated that a 4x8 Sheet of backsplash costs \$34.69. Joint compound costs \$40 a 5gallon bucket. Silicone caulk would be needed to seal out water. He plans to come in and measure the hole under the sink.

Tabled the idea of new coke machine for bar. As the stove issue is a safety hazard, it therefore takes priority over other equipment needs.

## FUNDRAISING EVENTS

Norby informed us a comedian show would be \$1,500 for 1.5hr with 2comedians. Was waiting to hear back how much profit was made by his contact. Who had to calculate as he just lumped everything together. That person also donated prime rib for supper. It was unanimously agreed that popcorn (light snack) and a show was more appropriate. Jay should be able to provide the mentioned info by July.

It was brought up how much proceeds purse bingo brought in, though it was chaotic to run. If such an Jay stated was done with a Tool Bingo, he once attended.

Norby suggested asking beer reps. Of any type of promotional chili feeds or anything that could be utilized to raise funds.

Jezmae will ask Kyle T. liquor store manager to ask beer representatives for such possibilities.

Deb mentioned the community club always receiving grants, we decided it was worth looking into. Jezmae will do some research online.

## **ADJORNMENT**

Motion to Adjourn by Deb Jacoby. Unanimously Carried at 6:22pm.

## **Minutes Recorded, typed, and submitted by: Jezmae Burkett**

### **Council Recommendations**

Consider some type of budget towards a new stove, preferably something energy efficient. It may cost more upfront but will pay off in the long run.

### **Follow Up Actions**

Measure and assess wall repair for hole under sink.

Research for possible grants.

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**4. Status of Recommendations to City Council**

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None

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**5. Income and Expense**

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2024 Income and expenses

2025 Budget Request-needs to be returned to Clerk-Treasurer by August 1, 2024

**Files Attached**

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- 2025 Proposed 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</u>	<u>2025</u>
	<u>to Date</u>	<u>to Date</u>	<u>Budget</u>	<u>Date</u>	<u>Budget</u>	<u>to date</u>	<u>Proposed</u>
						<u>6/25/2024</u>	<u>Budget</u>
<b>Revenue</b>							
Paid by Vergas Property Taxes	0.00	10,216.76	29,900.00	62,615.83	23,759.00	9,323.16	33,384.00
Rent	10,895.00	13,600.00	17,600.00	11,604.00	17,600.00	5,290.00	18,000.00
Deposits	420.00	1,200.00	1,500.00	875.00	1,500.00	375.00	1,500.00
Insurance Refund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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
<b>Totals</b>	<b>18,415.00</b>	<b>40,056.76</b>	<b>49,530.00</b>	<b>119,757.68</b>	<b>43,399.00</b>	<b>15,112.16</b>	<b>19,540.00</b>
<b>Expenses</b>							
Employee Wages	2,432.96	0.00	300.00	1,516.07	7,830.00	1,298.77	7,830.00
Deductions	492.42	0.00	0.00	1,095.03	660.00	632.66	1,200.00
Telephone (cell)	0.00	0.00	0.00	531.36	720.00	666.16	990.00
Professional Service	1,471.00	3,003.65	3,800.00	1,074.64	2,500.00	620.26	1,500.00
Office Supplies	104.99	3.28	100.00	68.22	50.00	0.00	100.00
Operating Supplies	1,842.78	3,175.44	3,900.00	7,514.24	4,000.00	1,672.56	7,500.00
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	1,283.54	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	1,104.00
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	1,465.50	4,000.00
Insurance	1,495.00	3,085.00	1,900.00	3,795.00	3,085.00	0.00	2,500.00
Utility Services	4,813.93	7,566.20	8,000.00	6,813.41	8,200.00	3,673.51	8,200.00
Rubbish Service	1,374.87	1,272.51	1,500.00	2,175.74	1,600.00	723.50	1,600.00
Repair & Maintenance Service	1,655.96	3,455.23	3,000.00	4,356.45	2,600.00	1,533.19	3,000.00
City Share/Assessments	373.11	392.87	400.00	426.90	450.00	192.00	400.00
Improvements	2,815.14	0.00	20,000.00	64,710.44	5,000.00	791.51	10,000.00
Refund & Reimbursements	0.00	14,100.00	0.00	20,943.82	0.00	375.00	0.00
<b>Totals</b>	<b>23,579.78</b>	<b>40,056.76</b>	<b>49,530.00</b>	<b>119,757.68</b>	<b>43,899.00</b>	<b>15,112.16</b>	<b>52,924.00</b>



**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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