

IRON COUNTY MEMORIAL BUILDING COMMITTEE
Meeting Minutes September 16, 2024
Approved October 14, 2024

1. Call meeting to order.
Swartz called the meeting to order at 3:33 pm in the Memorial Building.
2. Roll call taken.
Present were Doug Swartz, Jamey Francis, Larry Youngs, Roxanne Lutgen, Julie Doucette, Brea Lombardo, Julie & Scott Pecotte.
3. Acknowledge that the meeting was properly called and posted.
Doug Swartz certified that the meeting was properly posted.
4. Approve minutes from previous meeting(s).
Doucette approved August 19, 2024 meeting minutes. Francis seconded. Carried.
5. Discuss/Action on update with financial accounts.
Net income for 2024 through 8/30/24 is \$14,954.43. The cash balance as of 8/30/24 is \$33,432.16. Francis made a motion to accept and Doucette seconded. Carried.
6. Discuss/Action on outside tax accountant.
Need an accountant to perform tax services for the Memorial Building. Lutgen and Lombardo obtained a quote from Wipfli of \$1500 per month to report payments, deposits, bank statements and file sales and business income taxes. Tabled until next meeting.
7. Discuss/Action on rental agreements, rental fees, and insurance.
Karen and Jeff Tenlen are interested in leasing out the bowling alley/bar, just as Pecotti leases the commercial kitchen. Lease terms need to cover purchase of inventory, liquor license ownership, splitting cost of liquor license, equipment repairs for fixed equipment, insurance, and utilities. Francis made a motion to offer a one-year renewable lease to Tenlens for \$800/month, seconded by Lombardo. Carried.
Doucette is meeting with the Tenlens today to discuss the bowling alley/bar lease.
Doucette will ask for proof of insurance from Scotti Pecotti LLC.
8. Discuss/Action on upcoming events.
Doucette updated social media with rates and availability. Doucette provided an updated list of events. Doucette is planning a 2-hour open house in mid-November to invite the public to see what the Memorial Building offers. Bookings are nearly full through April 2024.
9. Discuss/Action on 501(c)(3) status of Memorial Building Restoration Fund.
The committee discussed resolving the Memorial Building Restoration fund IRS 501(c)(3) nonprofit status. Attorney assistance will be needed to ensure the entity qualifies. Doucette approved seeking counsel up to \$1000. Francis seconded. Carried.
10. Discuss/Action on renegotiation of lease agreements.
Doucette moved to waive hall rental fees for the military ball. Lombardo seconded. Carried.
11. Discuss/Action on maintenance.
Swartz called several contractors to get pricing to fix the west steps and railing, including a roof over the landing. Tabled until next month.

Swartz researched LED lighting improvements to reduce energy bills. Doucette made a motion to proceed with the lighting project if under \$1,000, Francis seconded. Carried. Francis obtained a quote from Action Floors to do resurfacing for \$6,500 + tax. Francis will ask about color, thickness, wear and tear, lifespan, and warranty. Tabled until next month. Several tables need repairs. Swartz will handle table repairs. Committee discussed fundraising for ramp and elevator. Tabled until next month.

12. Discuss/Action on baby grand piano donation.

Francis will follow up with Historic Ironwood Theatre. Tabled until next month.

13. Set next meeting date.

The next meeting will be held at 3:30 pm on October 14, 2024 in the Memorial Building.

14. Adjournment: Meeting adjourned at 4:40 pm.

Respectfully submitted by:
Roxanne Lutgen, County Supervisor District 13