

## **IRON COUNTY MEMORIAL BUILDING COMMITTEE**

**Meeting Minutes October 14, 2024**

**Approved November 11, 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, Roxanne Lutgen, Julie Doucette, Brea Lombardo, Scott Pecotte, Sharon Ofstad. Absent were Jamey Francis and Larry Youngs.

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 the September 16, 2024 meeting minutes. Lombardo seconded. Carried.

5. Discuss/Action on update with financial accounts.

Net income for 2024 through 9/30/24 is \$14,903.90. The cash balance as of 9/30/24 is \$33,381.63. Lombardo will be doing the annual DFI and sales tax filing. Lutgen made a motion to accept financial reports and bills to be paid. Doucette seconded. Carried.

6. Discuss/Action on outside tax accountant.

Lombardo will continue to do the accounting work for the Memorial Building to include reporting payments, deposits, and bank statements, as well as filing sales and business income taxes. Doucette made a motion to pay Lombardo at the agreed amount of \$30/hour paid quarterly. Lutgen seconded. Motion carried.

7. Discuss/Action on rental agreements, rental fees, and insurance.

Doucette received proof of insurance from Scotti Pecotti LLC.

Karen and Jeff Tenlen are interested in leasing out the bowling alley/bar, similar to how Pecotti leases the commercial kitchen. Tenlens will pay for business insurance, and will provide proof of insurance to Doucette. Doucette made a motion to sign a one-year renewable lease to Tenlens for \$800/month with payment for the purchase of inventory estimated at \$300, splitting the cost of liquor license, and equipment repairs for fixed equipment, while Iron County pays for utilities. Lombardo seconded. Motion carried.

8. Discuss/Action on upcoming events.

Doucette updated social media with rates and availability. Doucette provided an updated list of events. DOVE and Military Ball events were cancelled. Doucette is planning a 2-hour open house on November 2, 2024 from 9-11 am to invite the public to see what the Memorial Building offers. Bookings are starting to come in for May 2025.

9. Discuss/Action on 501(c)(3) status of Memorial Building Restoration Fund.

Doucette made a motion to authorize moving forward with 1023-EZ for Memorial Building Restoration fund IRS 501(c)(3) nonprofit status. Lombardo seconded. Carried.

10. Discuss/Action on renegotiation of lease agreements.

No actions.

11. Discuss/Action on maintenance.

Swartz did a temporary fix on the outside railing above the bowling alley entrance. Concrete still needs repairs, but will get through the winter. Next year, concrete repair and a roof over the landing will need to be addressed. The committee also discussed making the north entrance the main entrance. With future nonprofit status, grants will be an option. The committee discussed fundraising for the ramp and elevator. Tabled until a later meeting.

Swartz researched LED energy-saving lighting improvements and found a dimmable solution. Tabled until next month.

Francis obtained a quote from Action Floors to do resurfacing for \$6,500 + tax. The committee asked if the eastern entryway could be included. Doucette will ask about color, thickness, wear and tear, lifespan, and warranty. Lutgen motioned to approve \$7,500 + tax, Doucette approved. Carried.

Several tables need repairs. Swartz will handle table repairs.

Roof drains need cleaning. Swartz will contact Bill Nasi.

Snow plowing will be done by County, except Pecotti area.

12. Discuss/Action on baby grand piano donation.

Doucette followed up with Historic Ironwood Theatre and conversations are moving forward. Tabled until next month.

13. Set next meeting date.

The next meeting will be held at 3:30 pm on November 11, 2024 in the Memorial Building.

14. Adjournment: Meeting adjourned at 4:25 pm.

Respectfully submitted by:  
Roxanne Lutgen, County Supervisor District 13