

BOARD AGENDA

January 12, 2022

11:30 A.M.

Eldridge Community Center

1. CALL TO ORDER
2. ROLL CALL
3. VISITORS
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES (from previous meeting)
6. BILLS PAYABLE
7. EOM (Reports from Center manager and City Clerk)
8. CUSTOMER EVALUATIONS
9. OLD BUSINESS
 - A. 2021-2022 Budget
 - B. Renovations
10. NEW BUSINESS
 - A.
11. PERSONNEL
 - A. New Hires
 - B. Resignation/Termination
 - C. Wage Adjustments
12. MANAGER REPORT
 - A. Monthly review & happenings
13. ADJOURNMENT

MINUTES

Community Center Board Meeting

December 8, 2021 | Meeting called to order by Tom Knapper at 11:34 a.m.

In Attendance

Tom Knapper, Gigi Seibel, Tricia Campbell, Deanna Jensen- Valliere, Tracy Harris

Guests: Derek Hamilton, Tony Rupe, Marty O'Boyle

Absent

Approval of Agenda

Deanna made a motion to accept agenda as presented, Tricia seconded the motion. Motion passed.

Approval of Minutes

Gigi made a motion to accept the minutes as presented, Tracy seconded the motion. Motion passed.

Approval of Bills Payable

Tracy motioned to accept bills payable in the amount of \$ 24,932.44. Gigi seconded the motion. Motion passed.

EOM (end-of-month) Reports

Reports were presented from Derek and the City Clerk. November was a good month.

Customer Evaluations

6 customer evaluations were received and reviewed. All evaluations were positive.

OLD Business

- A. Rental Rates- Derek presented increases to hall rental, birthday parties & public skating fees. Gigi made a motion to approve new fees as presented. Tracy seconded the motion.
- B. Dumpster Enclosure- Derek discussed a rough estimate received from Brian Wessel to pour a cement pad a put up a dumpster enclosure. Questions were presented regarding type of fencing and thickness of concrete. No action was taken at this time, as this led into other discussion renovation inside and outside of the building.

NEW Business

- A. Rental rate reduction for Scott County Emergency Responders- Derek asked the board to consider reducing normal rates for a appreciation skating party to be held organized by Fire Chief Keith Schneckloth. Derek was instructed to cover operational cost for the event.
- B. 2021-2022 Budget- It was explained that the new budget forms were sent out by Tony Rupe. Derek, Tracy & Gigi will meet before the next meeting and have a budget proposal ready for the January meeting.

Personnel

New Hires

- None

Resignation/Termination

- None

Managers' Report

- Derek reported that November was another good month. Skating numbers continued to be good, the center also hosted 2 dancing events which helped contribute to a higher earning month. Derek commented that they are getting ready for the holiday hours and promoting special skating times during the winter break for schools. They will host a New Year's Eve daytime skating party as in the past. There will not be an overnight "lock-in" event this year. Ashley Lacey is helping with social media and the advertising. The center has been getting inquires and bookings for 2023 events as well.

Next Meeting

January 12, 2022

Eldridge Community Center and Skate Park

Tracy made motion to adjourn at 12:34 PM, Gigi seconded motion and it was passed unanimously.

1/12/2022

VENDER		DESCRIPTION	FUND
SAM'S CLUB	\$ 2,267.87	CONCESSIONS	750-5-460-65031/6507/66013/6409
PREMIER PEST	\$ 45.00	PEST MANAGEMENT	750-5-460-6507
ELDRIDGE MART	\$ 742.34	LIQUOR	750-5-460-6503
CENTRAL SCOTT	\$ 35.75	TELEPHONE	750-5-460-6373
KLINE SEWER AND DRAIN	\$ 175.00	REPAIR	750-5-460-6310
T. MOORE	\$ 70.62	CUPS	750-5-460-66013
ROLLER SKATING ASSOC	\$ 390.00	MEMBERSHIP DUES	750-5-460-6440
THE STUFF SHOP	\$ 935.66	NOVELTY ITEMS/CUPS/PLS	750-5-460-66012/66013
UNUM	\$ 18.16	BENEFITS	750-5-460-6150
T. CAMPBELL	\$ 75.00	ATTENDENCE	750-5-460-6032
T HARRIS	\$ 90.00	ATTENDENCE	750-5-460-6032
D. JENSON-VALLIERE	\$ 45.00	ATTENDENCE	750-5-460-6032
T KNAPPER	\$ 75.00	ATTENDENCE	750-5-40-6032
G. SEIBEL	\$ 90.00	ATTENDENCE	750-5-460-6032
CENTRAL SCOTT	\$ 191.00	TELEPHONE	750-5-460-6373
VERIZON	\$ 62.68	PHONE	750-5-460-6373
MIDAMERICAN	\$ 685.34	UTILITIES	750-5-460-6371
STOREY KENWORTHY	\$ 69.87	W-2	750-5-460-6506
PAYROLL 12-11-21	\$ 6,839.09	PAYROLL	
PAYROLL 12-25-21	\$ 4,832.35	PAYROLL	
PAYROLL 1-8-21	\$ 4,751.38	PAYROLL	
CARD MEMBER SERVICES	\$ 484.52	CREDIT CARD	SEE ATTACHED SHEET
CARD MEMBER SERVICES	\$ 969.30	CREDIT CARDS	SEE ATTACHED SHEET
SUBTOTAL	\$ 23,940.93		
TOTAL OF CHECK REGISTER	\$ 9,941.91		
GRAND TOTAL	\$ 33,882.84		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

01-001988 ALLIANT ENERGY CO.										
I	202201062627	400 S 16TH AVE UTILITIES G/L ACCOUNT 750 5-460-6371	01		R	1/28/2022		1,089.44 1,089.44	1,089.44CR	
		UTILITIES					1,089.44	400 S 16TH AVE UTILITIES		
I	202201062628	SIGN S 16TH AVE G/L ACCOUNT 750 5-460-6371	01		R	1/28/2022		39.26 39.26	39.26CR	
		UTILITIES					39.26	SIGN S 16TH AVE		
								REG. CHECK		
								1,128.70	1,128.70CR	0.00
								1,128.70	0.00	

01-000918 ASCAP										
I	100005810354	LICENSE FEE G/L ACCOUNT 750 5-460-6440	01		R	1/19/2022		206.50 206.50	206.50CR	
		RENTS & PERMITS					206.50	LICENSE FEE		
								REG. CHECK		
								206.50	206.50CR	0.00
								206.50	0.00	

01-000047 CENTRAL SCOTT TELEPHONE										
I	202201102631	TELEPHONE G/L ACCOUNT 750 5-460-6373	01		R	1/31/2022		35.27 35.27	35.27CR	
		TELEPHONE					35.27	TELEPHONE		
								REG. CHECK		
								35.27	35.27CR	0.00
								35.27	0.00	

01-000131 CINTAS CORPORATION										
I	4014123738	MAT SERVICE G/L ACCOUNT 750 5-460-6450	01		R	1/08/2022		89.20 89.20	89.20CR	
		OTHER CONTRACTED SERVICES					89.20	MAT SERVICE		
I	4105408809	MAT SERVICE G/L ACCOUNT 750 5-460-6450	01		R	1/21/2022		89.20 89.20	89.20CR	
		OTHER CONTRACTED SERVICES					89.20	MAT SERVICE		
								REG. CHECK		
								178.40	178.40CR	0.00
								178.40	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

01-000246 DEREK HAMILTON										
I	202201062629	FACEBOOK ADS G/L ACCOUNT 750 5-460-6414	01		R	12/23/2021		56.96 56.96	56.96CR	
		PUBLISHING					56.96	FACEBOOK ADS		
				REG. CHECK				56.96	56.96CR	0.00
								56.96	0.00	

01-001348 JERRY'S ACE HARDWARE										
I	44134	HEATER/OUTLET G/L ACCOUNT 750 5-460-6310	01		R	12/27/2021		38.58 38.58	38.58CR	
		B & G MATERIAL					38.58	HEATER/OUTLET		
				REG. CHECK				38.58	38.58CR	0.00
								38.58	0.00	

01-000777 MENARDS										
I	72869	TREE/ORNAMENTS G/L ACCOUNT 750 5-460-6507	01		R	1/06/2022		185.96 185.96	185.96CR	
		OPERATING SUPPLIES & MATERIALS					185.96	TREE/ORNAMENTS		
I	74280	TREE/LIGHTS/CLEANER G/L ACCOUNT 750 5-460-6507	01		R	1/29/2022		215.09 215.09	215.09CR	
		OPERATING SUPPLIES & MATERIALS					215.09	TREE/LIGHTS/CLEANER		
				REG. CHECK				401.05	401.05CR	0.00
								401.05	0.00	

01-000063 NORTH SCOTT FOODS										
I	002071561816	CONCESSIONS G/L ACCOUNT 750 5-460-66013	01		R	1/09/2022		15.90 15.90	15.90CR	
		PARTY SUPPLIES					15.90	CONCESSIONS		
I	4009771552	CONCESSIONS G/L ACCOUNT 750 5-460-66013	01		R	1/12/2022		39.75 39.75	39.75CR	
		PARTY SUPPLIES					39.75	CONCESSIONS		
I	5282	CONCESSIONS G/L ACCOUNT 750 5-460-6414	01		R	1/02/2022		19.94 19.94	19.94CR	
		PUBLISHING					19.94	CONCESSIONS		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

I 5394		CONCESSIONS	01		R	1/02/2022		23.85	23.85CR	
		G/L ACCOUNT						23.85		
		750 5-460-66013		PARTY SUPPLIES			23.85	CONCESSIONS		
				REG. CHECK				99.44	99.44CR	0.00
								99.44	0.00	

01-000323 NORTH SCOTT PRESS										
I 202201062630		ADVERTISING	01		R	1/30/2022		130.00	130.00CR	
		G/L ACCOUNT						130.00		
		750 5-460-6414		PUBLISHING			130.00	ADVERTISING		
				REG. CHECK				130.00	130.00CR	0.00
								130.00	0.00	

01-000167 PEPSI COLA BOTTLING COMPANY										
I 1803187		CONCESSIONS	01		R	1/02/2022		669.05	669.05CR	
		G/L ACCOUNT						669.05		
		750 5-460-65031		SOFT DRINKS AND SNACKS			669.05	CONCESSIONS		
I 1805658		CONCESSIONS	01		R	1/16/2022		745.26	745.26CR	
		G/L ACCOUNT						745.26		
		750 5-460-65031		SOFT DRINKS AND SNACKS			745.26	CONCESSIONS		
				REG. CHECK				1,414.31	1,414.31CR	0.00
								1,414.31	0.00	

01-001306 PERFORMANCE FOOD SERVICE- T										
I 6844062		CONCESSIONS	01		R	1/09/2022		122.39	122.39CR	
		G/L ACCOUNT						122.39		
		750 5-460-65031		SOFT DRINKS AND SNACKS			122.39	CONCESSIONS		
				REG. CHECK				122.39	122.39CR	0.00
								122.39	0.00	

01-000353 PORTER INSURANCE										
I 1868		INSURANCE	01		R	1/21/2022		1,738.21	1,738.21CR	
		G/L ACCOUNT						1,738.21		
		750 5-460-6408		GENERAL INSURANCE			1,738.21	INSURANCE		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

				REG. CHECK				1,738.21	1,738.21CR	0.00
								1,738.21	0.00	

01-002774 PREMIER PEST MANAGEMENT										
I 17944		PEST MANAGEMENT	01		R	2/06/2022		45.00	45.00CR	
		G/L ACCOUNT						45.00		
	750 5-460-6507	OPERATING SUPPLIES & MATERIALS					45.00	PEST MANAGEMENT		
				REG. CHECK				45.00	45.00CR	0.00
								45.00	0.00	

01-001781 RC SPORTS										
I 774527-A		SKATES	01		R	12/22/2021		122.23	122.23CR	
		G/L ACCOUNT						122.23		
	750 5-460-66012	NON FOOD RETAIL					122.23	SKATES		
I 777980-A		SKATES	01		R	1/03/2022		176.21	176.21CR	
		G/L ACCOUNT						176.21		
	750 5-460-66012	NON FOOD RETAIL					176.21	SKATES		
				REG. CHECK				298.44	298.44CR	0.00
								298.44	0.00	

01-001031 SAM'S CLUB										
I AK01KZ4Y3E		CONCESSIONS	01		R	1/02/2022		571.10	571.10CR	
		G/L ACCOUNT						571.10		
	750 5-460-6414	PUBLISHING					134.30	CONCESSIONS		
	750 5-460-6507	OPERATING SUPPLIES & MATERIALS					43.93	CONCESSIONS		
	750 5-460-65031	SOFT DRINKS AND SNACKS					392.87	CONCESSIONS		
I AP01LWPLBG		CONCESSIONS	01		R	1/07/2022		238.51	238.51CR	
		G/L ACCOUNT						238.51		
	750 5-460-65031	SOFT DRINKS AND SNACKS					238.51	CONCESSIONS		
I AW01MKWMEP		CONCESSIONS	01		R	1/12/2022		64.44	64.44CR	
		G/L ACCOUNT						64.44		
	750 5-460-65031	SOFT DRINKS AND SNACKS					64.44	CONCESSIONS		
I AXZ01NPVPZG		CONCESSIONS	01		R	1/12/2022		498.62	498.62CR	
		G/L ACCOUNT						498.62		
	750 5-460-6507	OPERATING SUPPLIES & MATERIALS					116.42	CONCESSIONS		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DISC	DT DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
		750 5-460-65031						382.20		CONCESSIONS
I B601PESTM9		CONCESSIONS G/L ACCOUNT	01		R	1/22/2022		81.36 81.36	81.36CR	
		750 5-460-65031						59.50		CONCESSIONS
		750 5-460-6507						21.86		CONCESSIONS
I BQ01PTE2X4		CONCESSIONS G/L ACCOUNT	01		R	1/27/2022		42.98 42.98	42.98CR	
		750 5-460-65031						42.98		CONCESSIONS
I D01RQKFVT		CONCESSIONS G/L ACCOUNT	01		R	1/29/2022		264.72 264.72	264.72CR	
		750 5-460-65031						264.72		CONCESSIONS
								1,761.73	1,761.73CR	0.00
								1,761.73	0.00	

01-000393 SCHWAN'S SALES ENTERPRISES										
I 218790966		CONCESSIONS G/L ACCOUNT	01		R	1/01/2022		53.45 53.45	53.45CR	
		750 5-460-65031						53.45		CONCESSIONS
I 267217188		CONCESSIONS G/L ACCOUNT	01		R	1/15/2022		195.86 195.86	195.86CR	
		750 5-460-65031						195.86		CONCESSIONS
								249.31	249.31CR	0.00
								249.31	0.00	

01-001378 SESAC INC										
I 710122		MUSIC LICENSE G/L ACCOUNT	01		R	1/30/2022		370.95 370.95	370.95CR	
		750 5-460-6440						370.95		MUSIC LICENSE
								370.95	370.95CR	0.00
								370.95	0.00	

01-003524 THE STUFF SHOP INC										
I HI0011121		NOVELTY ITEMS G/L ACCOUNT	01		R	1/13/2022		935.66 935.66	935.66CR	
		750 5-460-66012						935.66		NOVELTY ITEMS

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
I HI0011122		NOVELTY ITEMS	01		R	1/13/2022		280.00	280.00	CR
		G/L ACCOUNT						280.00		
		750 5-460-66012	NON FOOD RETAIL					280.00		
I HI0011149		NOVELTY ITEMS	01		R	1/19/2022		451.01	451.01	CR
		G/L ACCOUNT						451.01		
		750 5-460-66012	NON FOOD RETAIL					451.01		
			REG. CHECK					1,666.67	1,666.67	CR
								1,666.67	0.00	0.00

===== R E P O R T T O T A L S =====

F U N D D I S T R I B U T I O N

FUND NO#	FUND NAME	AMOUNT
750	COMMUNITY CENTER	9,941.91CR
	** TOTALS **	9,941.91CR

---- TYPE OF CHECK TOTALS ----

	NUMBER	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
HAND CHECKS		0.00 0.00	0.00 0.00	0.00
DRAFTS		0.00 0.00	0.00 0.00	0.00
REG-CHECKS		9,941.91 9,941.91	9,941.91CR 0.00	0.00
EFT		0.00 0.00	0.00 0.00	0.00
NON-CHECKS		0.00 0.00	0.00 0.00	0.00
ALL CHECKS		9,941.91 9,941.91	9,941.91CR 0.00	0.00

TOTAL CHECKS TO PRINT: 18

ERRORS: 0 WARNINGS: 0