

Eldridge Community Center Minutes
May 8, 2024

The Eldridge Community Center Board meeting was called to order at 11:31 a.m. by Chairman Paul Petersen at the Eldridge Community Center.

Board Members present: Paul Petersen, Tracy Harris, Gigi Seibel, Deanna Jensen-Valliere, and Mark Goodding. Also present, Lexie Diedrich, Gage Lane, Jeff Martens, and Sadie Wagner.

Harris made a motion to approve the agenda with an amendment to add a New Business item, seconded by Seibel. All ayes. Motion carried.

Seibel made a motion to approve the minutes from April 10, 2024, with two corrections, the date to change from February 20th to March 20th, and the spelling of Petersen. Harris seconded. All ayes. Motion carried.

Harris made a motion to approve the Bills Payable as presented on the report in the amount of \$47,550.52, pending the resolution of the generator service and the equipment breakdown insurance, seconded by Goodding. All ayes. Motion carried. *Petersen asked for verification on an invoice labeled "leather floater." Goodding asked what the equipment breakdown insurance from The Cincinnati Insurance Company covered. Martens agreed to look into it and get back to them. Harris asked about the payment to the police department for working events. Lane and Diedrich explained the customers pay the fee to the Community Center and then the Community Center pays the department. Goodding asked about the servicing on the generator, Martens stated he would look into this as well and get back to them.

End of Month/Manager's report was presented by Diedrich and Lane. The month of April went really well. They transferred in Hotel Motel. The wedding they hosted brought in over \$4,000 at the bar alone. They had no issues at all during the event. Diedrich stated they started landscaping outside, put in some mulch, added some plants, planted flowers in the planters at entrances, and added a birth bath. She also stated this week they would start landscaping around the trees. Lane and Diedrich started working on the summer hours and have looked into creating a summer pass. Diedrich stated they had their food inspection on Tuesday and were docked on two things, missing an extra date on hotdogs when they pulled them out of the freezer and the spray bottle for the pretzels was not labeled. The ice machines also needed a deep clean and Diedrich stated they emptied and cleaned them. She also assured the board they would make the changes necessary. Diedrich stated she sent out a request for a quote to Tite Coat for the rink floor. They are also working with Cintas to replace a new first aid kit. It is \$400 for the cabinet and then they only charge for what is needed to be restocked monthly. They will move the current first aid kit to the skate counter. Martens stated Cintas also gave a proposal for new defibrillators, he stated the

monthly cost greatly outweighs the cost of the machine itself. The city just changed the pads and batteries for the current machines last year. Lane stated he was going to look into speaking to the fire department about doing a CPR class for staff to become CPR-certified. Petersen asked if there were any rules to the volume of music when it comes to events. Lane stated that according to the ordinance they have until 11 P. M. Petersen also stated his concerns about the Quince and the patrol of the Police Officers that are working the event. There is a lot of activity in the parking lot that causes concern. Lane and Diedrich stated they were looking into an In and Out policy to try and stop the constant traffic. Gooding asked if there was a way to police the traffic more, like having an officer stand by the door. Lane explained they spoke to Nevada Lemke to look into that being an option.

Two customer evaluations were received. Both contained that the customer couldn't get ahold of anyone by phone. Seibel asked the reasoning for these. Diedrich stated they are not leaving a voicemail and in those cases, they have no way of knowing who called. Lane explained their office hours are 10 A.M. to 2 P.M. and Lexie is usually in by 8:30 A.M. Diedrich stated she recommends sending a Facebook messenger since it comes directly to their phones.

Old Business:

- A. Capital Project Update – Bathroom Remodel; Rink Floor Resurfacing - Peterson handed out sheets to show different classifications and requirements based on the building type. Lane explained Ray Nees came to look at the building and explained what they have is up to code for what they need for their capacity. They do have enough stalls for both the women's and men's bathrooms. Lane explained if they added the handicap stall it has to have a five-foot turnaround so it would take out one of their current stalls. He recommended placing a new bathroom at the water fountains in the hall and making it ADA-approved and as the family bathroom. Lexi stated the problem would be it would take away from the space in the hall. She stated that she spoke to Ray about the current dressing room and using some of the space to put the ADA and family bathroom there. Seibel asked if it would be easily accessible to water, and Diedrich stated Ray said it should not be a problem, but he would speak to someone to look into it. Petersen asked if they found the square feet of the rink floor and Diedrich stated they had not. Petersen recommended Kelly Construction but he wanted to know the total square footage before he looked into it. Diedrich did state she knew the rink would need an oil-based paint.

New Business:

- A. Lane stated Marth Nieto, the City Clerk, had spoken to people from the State and to the city Auditors and they requested that their deposit slips be written in pen instead of pencil. They also recommended starting the use of Incode, a program through Tyler Technologies, that is currently used in City Hall. He also stated they would have to replace all the registers in the building to do that. Martens asked if they could fix it by adding more tablets. Lane stated he had thought doing that with the

Square app would be adequate. Gooding asked if they have a cashless app. Lane stated he was not sure but he knows the Square app keeps track of everything they sell. Martens states Martha is trying to identify the items that we were dinged on by the auditors and fix them. He also stated she is not aware of how their operations work at the Community Center so he suggested having her come to a meeting to have the process explained.

- B. North Scott Chambers of Commerce Breakfast- Martens explained that the city is a member of the Chambers of Commerce and they hold a breakfast about two times a year. The event is normally held at Grand Haven Retirement, but they would like more space in order to invite QC Heart Safe to teach a CPR class. They would like to invite Moonlight Chase volunteers to give them the opportunity to become CPR-certified in case of any emergency situation that could arise during the Moonlight Chase. This would also be open to all chamber members and their staff. The Chambers is interested in using The Community Center's facility to host this event on June 19th. Martens stated if they were ok with having it there then they could go ahead and schedule it, but if the board felt they needed to take action on it then they would table it and get it on the next meeting's agenda. The board, Diedrich, and Lane discussed the date and availability of the facility. Open skating is 1 p.m. to 3 p.m., the board and Martens assured them it would be early enough that it should not interfere with open skating. Harris recommended having the tables set up for skating and that would work for the Chambers breakfast also. The board agreed Martens could make the decision to allow the Chambers to hold the breakfast at the Community Center.

Personnel: No update

Seibel made a motion at 12:27 p.m. to adjourn the meeting, seconded by Harris. All ayes. Motion carried.

The next meeting will be June 12, 2024

Sadie Wagner
Billing Clerk