

Eldridge Community Center Minutes
May 8, 2024

The Eldridge Community Center Board meeting was called to order at 11:31 a.m. by Gigi Seibel at the Eldridge Community Center.

Board Members present: Gigi Seibel, Deanna Jensen-Valliere, and Mark Goodding. Also, present Alexis Diedrich, Gage Lane, Jeff Martens, Nevada Lemke, Dan Collins, and Sadie Wagner.

Goodding made a motion to approve the Agenda. Second by Jensen-Valliere. All Ayes. Motion Carries.

Jensen-Valliere made a motion to approve the minutes from May 8, 2024. Goodding seconded. All Ayes. Motion Carried.

Jensen-Valliere made a motion to approve the Bills Payable as presented on the report in the amount of \$44,326.03. Second by Goodding. All Ayes. Motion carried. *Goodding asked about the gap in revenue in the Revenue & Expense Report under the sales of alcohol. Lemke stated they are missing a couple of weeks based on when the report is run for their monthly meetings. She said she would rerun them to ensure everything was correct and going forward will make it, so the report is a full month of revenue. Goodding asked if they knew what percentage they upcharge for alcohol sales. Lane and Dierich explained their pricing for kegs and liquor and that they raised some pricing. Lane explained they may be going back to Eldridge Mart for their liquor purchasing due to the high cost at Hy-Vee they are currently experiencing and explained they must have a significant backstock of alcohol for events like weddings and Quinceaneras. Lemke asked if their beer vendors charge the day they receive it or do they invoice later. Lane explained the beer vendors pull an ach payment on the day of delivery and also give an invoice receipt that day. The liquor they buy from Hy-Vee is by check they bring at pickup weekly. Goodding asked what makes up the soft drinks and snacks revenue. Lane explained that is their concession sales and 10% of the bars soda sales goes into it as well. Lamke stated she could create a breakdown to see what revenues go into each account. Lane explained their Miscellaneous Fund is for their in and out money such as security deposits that will be returned and expenses for security that go to the Eldridge Police Department. Lemke stated they talked about this when they met for the budget and they will be accounting for that a little differently in the next fiscal year. She stated they will put a number in the budget for what they expect to come in so they don't show a negative amount will avoid having to amend the budget or have it show as the Community Center losing money.

End of Month/Manager's Report –

Presented by Diedrich and Lane. Diedrich stated that this month it was about \$10,000 less than the previous year. The month was very booked with multiple events, stated Diedrich. But May's income

does not reflect that due to the Quince and Wedding events paying ahead, putting that into the April revenue and other events are by invoice so they will be seen in June's revenue. Diedrich stated they have had some issues on Friday nights so she and Lane met with the Chief of Police and decided an officer would start doing walk throughs on Fridays to help calm things down. Diedrich stated she kicked out around five kids the previous Friday due to misconduct. She explained she spoke with them to try and resolve the issues. She then updated the Board on the current landscape projects. They added mulch to the base of the trees, and around the retaining wall by the skate entrance. The summer hours have not been going well, and business has been slow, so they have been cleaning skates and deep cleaning the building. She went on to tell the Board they are also going to do the parade for the Moonlight Chase, helping with cones and the race itself, and are going to get their staff involved with that. Their Mother's Day and Father's Day skate did not do well and stated she wasn't sure if it was worth being open for those holidays. Lane stated Mother's Day they had some new customers but for both skates, people did not stay long, and it was very slow so he had staff clean around the building and stock inventory to keep busy. Lane stated he believed it would be best to stay closed for these holidays. Seibel asked about the kids who are acting up on Fridays and whether they are here from the beginning of the open skate or coming in later. Diedrich stated they are there at the beginning of the open skate, and she stated that she sat them down and talked to them. Lane explained how they handled situations with kids acting out, sometimes having to clear the skating rink for a couple of minutes and Diedrich added with any reckless skating, the skater is to be removed from the floor because if they can't be safe out there they can't be open. She also stated they started a new policy for kids going in and out of the building, if they are under the age of 18 they have to pay to reenter because they cannot be responsible for them once they leave the building. Going forward for next year if they don't see an increase in the summer hours, they will request to be open only one day during the week and then their Friday and Sunday skates as well because they are losing a quite a bit of money. They would then still schedule their daycares, and day camps.

Customer Evaluations –

Five customer evaluations were received. Seibel stated all were very good and confirmed that they are handing them out at every event.

Old Business:

- A. Capital Project Update – Bathroom Remodel; Rink Floor Resurfacing – Lane stated he has tried to reach out to a contractor via email and phone and has not gotten any response. He stated he spoke to Ray who suggested doing a remodel on the restrooms instead of gutting them Seibel asked if they could still be handicap accessible and Diedrich responded she would still like to add the ADA restroom to the coat closet. Seibel asked if they had contacted a company she had suggested, and Lane confirmed he had and was waiting on a response. Lemke offered to help with reaching out to the other contractor to see if more attempts would help get a response. Goodding offered a contact he has he can forward to them as well. Goodding also suggested applying for a grant. Martens responded that he has applied for one previously and they have a fall and spring cycle. The spring cycle is closed but fall is still open and he will get back to them

on the dates they would have to have their application submitted by. He also stated the next step is to get all their quotes and paperwork ready since that has to be submitted with the application. He mentioned timing is good to get it in for a fall grant. Seibel suggested getting multiple quotes to apply for the grant. Martens offered to work with Lane and Diedrich and a board member to show them the process for applying for the grant. Seibel asked if there was any more on the resurfacing of the rink floor. Diedrich stated she knew Paul was working with a company and she had gotten the rink measurements and would reach out to more companies with those. Goodding suggested the idea of instead of resurfacing the floor, removing all the layers, polishing it and sealing it and hopefully not having to have it resurfaced again. Diedrich agreed it would be good to strip off the layers since there are so many and starting fresh, Seibel agreed. Goodding has a contact and will speak to Paul to get the information to forward to Diedrich and Lane. Diedrich suggested some times that they could close for a week at their slow times of the year.

New Business-

- A. Fair Week – Open Skate Hours – Lane stated they are very slow and are wanting to close for that Friday and Sunday to be closed for that week. He also stated that are usually open and they have very limited skaters and most of their staff will call off.
- B. Skate Supplies – Diedrich stated they recently purchased 15 pairs of roller blades because they have very limited to no stock on the smaller sizes for kids. She said they will need to order more of the smaller sizes as well which could be around \$2,000 but something they need to have for their younger skaters. She said the skates they previously bought replenished all their adult sizes. Lane stated the smaller sizes have been worn out to a non-repairable state.

Personnel-

- A. Wage Increase for Employee – Diedrich stated it would be for Richard Murph, he has been an employee for 12 years and is still at the same rate as the rest of staff. She would like to get him to \$14 since he is the skate instructor and fixes all the skates. He also gives skating lessons on Friday and Sunday open skates. Lane stated people really enjoy him and come to him to learn and he is always on top of helping kids who he sees struggling. Diedrich stated they are limiting the use of the skate trainers which prevents a lot of injuries and when he's here they get to learn and not push a cart. Lemke stated that it aligns with other part-time employees in the city with pay increases in July. The board came to a consensus to approve the wage increase. Motion Carried.
- B. Diedrich asked about having the rate changed for a cleaning position at the Community Center to \$16 to motivate filling the position for someone who can get a lot of the cleaning done that they are currently taking on now with that vacancy. Goodding asked if they have ever had the carpet professionally cleaned. Diedrich stated that it's a high cost, so they try to limit it to twice a year and the last cleaning did not hold up for very long. Goodding asked if they had their own machine and Lane stated they only have a residential carpet cleaner. Goodding suggested that

they need a commercial carpet cleaner for how much carpet they have and Collins stated they should really have their own extractor here with all their events.

Seibel made a motion at 12:12 p.m. to adjourn the meeting, seconded by Jensen-Valliere. All Ayes. Motion Carried.

The next meeting will be July 10, 2024

Sadie Wagner
Billing Clerk