

## VETERANS MEMORIAL COMMISSION

CEDAR RAPIDS, IOWA

September 9, 2013

The regular meeting of the Veterans Memorial Commission was called to order by Chairman Jerry Ziese at 5:30 PM.

Present:	Jerry Ziese, Chairman	Constance Arens
	Sarah Else	Gary Grant
	Kristin Delfs	Jim Bruner
	George Hamman, Commissioner Emeritus	John Powers
	Teri Van Dorston, Asst. Director	

Guest: Carol Martin

Commissioner Grant made a motion to approve the minutes of the September meeting; seconded by Commissioner Bruner. The motion carried with no objections.

Commissioner Arens made a motion to approve the current bills; seconded by Commissioner Grant. The motion carried with no objections.

There will be an event in the ballroom in October which led to a discussion. Commissioner Else stated last month fees were discussed. It was recommended whatever the fee, it needs to be stressed it is only for the 1<sup>st</sup> year since we are trying to figure this out. Also discussed veterans organizations and making the ballroom available to them free of charge, but there is clean up and there maybe expenses we need to charge for. The Commission does not have the expertise and it may be time to create an advisory committee with people who would be supportive and knowledgeable. Need to consider whether we want to manage this or contract with someone; the committee could be a part of that decision. Commissioner Else feels we need to really think about what the purpose of the advisory committee would be; thinking less about the scheduling of events, but what are reasonable rates and all the things involved. When someone starts a business, a business plan is developed; we are at a point where we need to know how much space there is and the possible revenues for the space. Commissioner Grant was in agreement, it is time to step in and make sure what is going on is "the vision of the Commission". The Chairman will form teams to build a business plan (what will be there for the veterans groups, special events, etc.), one can be assigned or volunteer. He will obtain the necessary information from the Director.

The Assistant Director gave an update on the collections and gallery. Collections – the shelving has been installed; slowly moving the collections from the old Clerk's area. She is obtaining estimates for shipping the items from Chicago; estimated cost is \$4,500. Gallery – would like to start designing and writing a Spanish American War section since the collection is so rich in that era. Commissioner Grant wondered what the time line was for a Vietnam Veterans section. They would like to see a section, it is really important to them given that some have feelings of being left out and doing a section might not be amiss. Her thoughts were to go chronologically; would like to talk to and get help from the Vietnam Veterans then maybe do that section next. Brochures were printed on the Grant Wood Window; there

was a brief discussion regarding a brochure for the building. She also thanked the Commission for sending her to the Association of Midwest Museum Conference.

Commissioner Bruner reported the Metro Veterans Council have been making a list of the veterans groups that would like to come to the building, he understands they will be welcomed; he did tell them they would need to wait until the building is finished to find out what is available. The groups are currently renting space at the VFW. A discussion followed; the Commission does not know whether or not the space will be free, need to make sure not to make promises that cannot be kept. Insurance obligations, building access are just a couple of items that also need to be decided.

For the public comment item, Carol Martin did ask about the 2<sup>nd</sup> Wind Exercise, Inc. bill; Commissioner Else explained.

The Chairman has been meeting with the City about every other week; still want us to pay for the building permit fees. Commissioner Grant stated the only thing the Commission has asked for assistance on is the alley, which the City has agreed to take care of.

Commissioner Else would like the following items placed on the October agenda: the requirement for the total accountability on the building renovations (what are our liabilities, how much have we expended, etc.), the Chairman's building business plan assignments. She would like a written report of the total financials approximately one week before the October meeting. Also to be included on the agenda is an update from Neumann Brothers.

Commissioner Arens has received, from former Commissioner Reinert, a flag that was flown over Camp Phoenix, his coin, a certificate and a letter to the Commission. Commissioner Grant would like to turn the items over to the Assistant Director to be recorded as a donation to the museum; the Commission was in agreement.

With no further business, Commissioner Bruner made a motion to adjourn the meeting at 6:25 PM; seconded by Commissioner Arens. The motion carried with no objections.

Respectfully submitted,

Kathy Greene

CHAIRMAN \_\_\_\_\_  
Date

VICE CHAIRMAN \_\_\_\_\_  
Date