Community Center Board Meeting

Monday, August 24, 2020

DRAFT MINUTES

Attendance: Burton Brooks, Sandy Katt, Scott Klaassen, James Porenta Char Seise

Guests: None

Motion to approve 11/18/19 minutes/agenda was made by Katt, support by Klaassen.

1. An update on the exterior remodeling project was provided. The project is running behind due to COVID and supply of building material. It should be completed by mid-September. DPW Director Derek Gajdos has been working on some contract interpretations with the contractor, which has some impact on the timeline.
2. Seise reported to the group about the significant impact of COVID on the Community Center revenue. As of August, $40,000 has been refunded in COVID cancellations and renters are tentative on making plans for the future due to the restrictions currently in place. Staff is encouraging renters to make their plans, but wait to put any down payment on the rental so that more refunds do not need to be processed.
   a. Klaassen suggested that the City’s legal department review the COVID-19 waiver
3. A marketing intern assisted the staff in putting together a marketing plan and registering to be advertised on The Knot/Wedding wire to increase traffic for wedding rentals. The goal is to be a premiere wedding venue for 2021.
   a. $1800 could provide marketing services for a period of 12 months from said intern, working 2 hours per week to continue the promotional work for the Community Center. A motion was made by Katt and seconded by Klaassen, all were in favor of spending money from the professional/contractual line item to continue marketing efforts.
4. A painting exhibit will be displayed by members of the Lakeland Painters group from September 26-October 24

Motion to adjourn by Klaassen, second by Brooks, all in favor.

Next Board Meeting: September 28, 2020 5:00 p.m.