The regular meeting of the Veterans Memorial Commission was called to order by Commissioner Delfs, Chair, at 5:30 p.m. Commissioner Delfs asked that PC Woods conduct a role call following the Pledge of Allegiance.

Approval of the Previous Meeting Minutes:
Commissioner Grant made a motion to approve the minutes of the April meeting as well as the May special meeting; seconded by Commissioner Arens. The motion carried with no objections.

Financials:
Commissioner Grant notices the report shows some line items out of the range of spending, such as the printing and chemical supplies. Acting Director Van Dorston shares that the budget is still from FY2018, which was submitted by the former Executive Director and that FY19 budget will be much more aligned.

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

Acting Director’s Report:
FY2018 budget is ending on June 30, 2018, with a projected approximate $300,000 excess to roll back in to the VMC general fund for FY2019 instead of the CIP fund. Commissioner Grant inquires if the CIP will have any money to use, which the AD confirms it will. The CIP fund will be utilized for the upcoming sprinkler installation on the 7th floor, with the work beginning in mid-July by Continental Fire Sprinkler Company. At 5:35 p.m., the honorable Mayor Brad Hart arrives and joins the VMC June meeting.
The sprinkler installation for the 6th and 3rd floors are slated for installation at later dates as the new Facilities Director will be on staff and can help guide the removal of minor asbestos adhesive that was used on the older ceiling tiles on the 6th floor.

Commissioner Grant encourages to utilize the excess of the budget to put a HVAC preventative maintenance agreement in to effect as he has stated at past VMC meetings. PC Woods updates those present that we are waiting for the new Facilities Director to join and assist in the process. We have worked with a local HVAC company to prepare an agreement for our review recently. The VMC facility crew have also been working on the options available for the VMB’s building automation system.

Commissioner Delfs asks if any tenants will need relocated during any of the upcoming sprinkler installations. AD Van Dorston confirms that our 7th floor tenants, the Cedar Rapids Civil Rights Commission will need a temporary relocation for approximately two weeks. She is working with their director on the options.

**Museum Report:**
AD Van Dorston shares that the Vietnam exhibit will be retired by the end of 2018, as she prepares for a Korean War exhibit—planned for opening in January 2019. Commissioner Powers shared his observation of the exhibits receiving many visitors during the Epic Rebirth event the previous night. The AD shares the exhibits will also be open for the public viewing during the annual Freedom Festival pancake breakfast. Our current intern, John Szymanek, has been processing new and existing acquisitions quite well.

Commissioner Arens asks if the volunteers of the VMC are shown appreciation for their assistance to which staff shares that they are with an annual pot luck. Commissioner Grant inquires about a general ledger account for museum purchases, as he notices there is not one in place at this time. It would assist in tracking and showing how the VMC adheres to the Iowa Code Chapter 37. Commissioner Powers asks if the funds the VMC pays to the Cedar Rapids Ball Club each year could be utilized for the museum—AD Van Dorston reminds those present that those payments are scheduled to continue until 2022.

Commissioner Delfs asked PC Woods to update everyone on the cluster mailbox now in place on the Mezzanine level. The mailbox will be replacing the present process of placing it on the lobby desk for receiving and sending of USPS. The interoffice mail will also be relocated to the lobby of the 3rd floor for security purposes.

**Communications from the Metro Veterans Council:**
Commissioner Powers was thankful for the attendance of three representatives of the VMC at last night’s meeting. The main discussion was planning for Veterans Day. Cheryl King was provided a copy of the Veteran of the Year nominations to begin the process. The MVC will select the individual from the nominations and provide them with an individualized plaque. Also in progress for the MVC is the planning for the annual Stand Down event to be held on September 7, 2018 at the Veterans Memorial Stadium.

**Public Comment:**
Mike Chismar shares that the Iowa State open tennis tournament will be held in July at the tennis courts of the VMS. On behalf of the Military Adaptive Sports Initiative, they will also hold a wheelchair exhibition match for disabled Veterans. Mr. Chismar also shares that the American Legion Baseball league is back with eight teams in Cedar Rapids. Cedar Rapids will host their state championship in July at the Jefferson High School baseball fields.
Those present introduce themselves to Mayor Hart. Mayor Hart introduces himself and contributes he is still learning after nearly six months in the position. While he cannot attend everything, he is attempting to attend as much as he can, including a meeting following the VMC meeting. The boards and commissions of the City of Cedar Rapids are quite important and he encourages participation from the community. He shares that there was a 35% increase of new applicants to serve on the boards and commissions with an overall 20% increase of all applications. There was a technical problem found during the application process, which since has been corrected, though he is encouraged by the new process. He is thrilled to attend today, thanks the Commissioners for their service, and is excited to attend future meetings during his term.

Commissioner Delfs shares of the reappointment of Commissioner Arens and that this is Commissioner Grant’s last meeting as a VMC member. Commissioner Grant thanks everyone and is proud to have served on the Commission. He wishes the new Facilities Director, who present as a public member, good luck as he joins the staff of VMC. AD Van Dorst also personally thanks him for his 24 years on the VMC. It is shared that the commissioner appointed is Gregory DeWolf, retired Air Force Veteran, and he will be joining us in July.

Commissioner Delfs also wishes the United States Army a happy 265th birthday.

Commissioner Grant made a motion to adjourn the meeting at 6:06 p.m.; seconded by Commissioner Powers. The motion carried with no objections.

Respectfully submitted,

Nikee Woods, Program Coordinator

CHAIR________________________________________________________________________
Date

VICE CHAIR________________________________________________________________________
Date