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 Andersen made a motion to approve the minutes of the October meeting; seconded by Commissioner Schuchmann. The motion carried with no objections.

Financials:
Commissioner Guckenberger asked how the budget has been fitting VMC’s needs, which FD Pestel reports that we are under, as we go through the year he will remain aware of spending and plans to remain below budget. However, we will have a couple little project through the year. He does note that the Intergovernmental Grant account, which shows the grant from the State Community Industrial Backfill program, will be eventually end from the state of Iowa. For that reason, he chose to remove that projected income amount from next year’s budget and should any be distributed to the VMC, it will be above our budget.

Commissioner Schuchmann inquiries if we budget accordingly for overtime (OT) for employees or if what we use is unpredicted. FD Pestel clarifies that we do use event rental to project OT use. For fiscal year (FY) 2020, he chose to take 2018’s OT totals and add ten percent. FD Pestel does share that the Buildings & Grounds account is currently at 40 percent, and has always been higher due to the payments to the Cedar Rapids Ball Club. However, next FY2020’s budget will have those Ball Club payments placed in a separate specific account. Property insurance was also adjusted for next year’s budget to separate coverage between artifact; building and personal. Commissioner Arens made a motion to approve the bills; seconded by Commissioner Andersen. The motion carried with no objections.
Facilities Director Report:
Thankfully, there is nothing to report from October’s projected flood levels inside the VMB. With recent information received from the City of Cedar Rapids’ future planned flood protection, FD Pestel has been advised that the additional flood protection measures can place an additional 4’ of flood level surrounding the VMB. For example, the Flood of 2008’s crest of 31.12’ would crest at 35.12’ on Mays Island after city-wide flood protection is placed around the river.

Commissioner Schuchmann inquired if the 2008 floodwaters effected the Grant Wood Memorial Window. AD Van Dorston clarifies that while the floodwaters never touched the window itself, it was flood effected. The oak frame bracing the window did get wet, which caused the interior to heat, expand, and contract causing droplets to appear in between the protective glass and affected the Grant Wood Memorial Window. That caused corrosion to the lead of the stained glass pieces, requiring the repairs that were made.

The ADA plans are still moving forward, with the final set already reviewed by FD Pestel. This should be proceeding towards the bidding process with the City of Cedar Rapids. Sometimes the bidding process during holidays can be difficult. The All Veterans Memorial Park is still on FD Pestel’s radar to work on options concerning longevity of the brick program and expandability in general. With any information that may be suggested, FD Pestel will then present it to the Metro Veterans Council for approval prior to any work. Overall goals are perpetuity and expansion.

FD Pestel comments on building needs: Some upcoming purchases may include pipe and draping for a few areas in the VMB. Other purchases on the radar, depending on the budget as the year proceeds, could be side curtains over the galley seating in the Coliseum. The last quote received in 2018 for replacement curtains was approximately $22,000.

Another possible plan for the future in the VMB is window replacements. FD Pestel has already reached out to the State Historic Preservation Office (SHPO) to start the process. As the VMB is on the National Register of Historic Places, having SHPO’s approval is beneficial. Grants may be available, which FD Pestel is investigating.

Commissioner Arens asks if the VMC staff evaluations were completed, which FD Pestel shares they were and he enjoyed being able to sit down and discuss goals with the VMC staff. He will stay in touch with the Human Resource Department for upcoming retires.

Assistant Director Report:
AD Van Dorston gives many thanks to FD Pestel for crunching the numbers for anticipated flood levels to prepare for the future. Having someone that is handling that aspect allows her to plan for disaster preparations, in theory avoiding sending artifacts to conservation. AD Van Dorston has already implemented many of the highest museum standards, including only displaying three percent of the collection items as part of disaster planning.

AD Van Dorston has nothing to report on the collection intake, showing 32 donors thus far, which includes hundreds of pieces. A reminder is given that the Vietnam Exhibition will be closing November 30, 2018. The George Hamman Gallery will then be closed for a few months, as the pieces are de-installed and loans are returned. The space will be cleaned and painted prior to final steps to place the new exhibition of the Korean War. AD Van Dorston hopes to be complete with the new exhibition in the George Hamman Gallery by February, with no hard date set. A brief history was given on George Hamman and his many years of
service for the Veterans Memorial Commission, as well as being a Veteran of WWII, the Korean War and the Vietnam War.

AD Van Dorston will reach out and schedule a meeting with the ad-hoc committee for the AVM Park Policy. All Commissioners are welcome to look at the drafted policy, though only three members are recommended to be on the committee until the policy is complete. The policy will help outline the relationship between the Veterans Memorial Commission and the Metro Veterans Council in regards to the AVM Park. AD Van Dorston plans to attend the November meeting and invite them to join the conversation as well.

**Communications from the Metro Veterans Council:**
Commissioner Delfs gives a reminder that the annual Veterans Day Program will be held on Sunday, November 11, 2018 at 10:00 in the Memorial Coliseum of the VMB.

**Public Comment:**
Commissioner Arens asks how AD Van Dorston is planning the design and implementation of the upcoming Korean War Exhibition. AD Van Dorston shares that she has been working on the design for some time now, taking input and consideration from others—including Korean War Veterans and the South Korea American Society of Iowa. While the exhibit will not show an abundance of artifacts, there will be many uniforms and other designs brought into the space. AD Van Dorston will share her plans with the VMC during the December monthly meeting. She is also planning a possible panel discussion to be held on June 25, 2019 on the Korean War. Another possible program is a book reading from a Midwest author, who recently wrote a book on the subject.

Commissioner Andersen made a motion to adjourn the meeting at 6:13 p.m.; seconded by Commissioner Arens. The motion carried with no objections.

Respectfully submitted,

Nikke Woods, Program Coordinator

CHAIR_________________________________________________________ Date

VICE CHAIR____________________________________________________ Date