

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theater Commission

Date of Meeting: September 12th, 2022

Time and Place of Meeting: 5:30 p.m. at Champlin Hall, Cresco Theatre

Roll Call: Hayek, Gosch, Hughes, Waterbeck, Wilson, Seebach, Bartling

Recurring Items: There may be action taken on each of the items listed below.

1. Approval of Agenda
2. Approval of Minutes from August 15th, 2022 meeting
3. Approval of claims/financials

Staff Reports: There may be action taken on each of the items listed below.

1. Manager's Report
2. Staffing and Employees

Old Business: There may be action taken on items.

1. Friends of Theatre
2. Theatre Seats
3. Budget Comments
4. Scene Shop Committee

New Business: There may be action taken on items.

1. Capital Improvements Plan
2. Next meeting date: October 10th, 2022

Comments:

1. Comments from Community Theatre
2. Comments from Chamber
3. Comments from City Council
4. Comments from Audience

Adjourn:

THIS NOTICE IS GIVEN PURSUANT TO CHAPTER 21, CODE OF IOWA AND THE LOCAL RULES OF SAID GOVERNMENT BODY, POSTED SEPTEMBER 7, 2022.

Cresco Theatre Commission

President Jon Hayek called the meeting to order on September 12th, 2022, at 5:30 PM. In attendance were: Jon Hayek, David Gosch, Kari Waterbeck, Julie Wilson, Ann Seebach, and Kelly Bartling. Ronda Hughes was unable to attend the meeting. Guests: Wendy Lickteig, Cresco Theatre Manager, Joe Wacha, Cresco Community Theatre, and Alex Fortune, City Council.

The September agenda, August minutes and financials were reviewed. Kari Waterbeck made the motion to approve, seconded by Ann Seebach and unanimously approved by the Commission.

Wendy Lickteig presented the manager's report. Tuck pointing is scheduled for the first week in October. The Theatre may need to be closed for a few days when the front of the building is being worked on. Live performance tickets are now on sale. Cresco Bank and Trust has agreed to sponsor the Looney Lutherans on December 4th. Wendy will write a grant to assist with their lodging and advertising expenses. Wendy would like to have a few of our Friends of the Theatre group trained to give tours. There have been several tours requested and given recently. The green room is in need of some sprucing up. Options were discussed. Rental agreements were reviewed. New rates will take effect October 1st for all new contracts. For the Theatre and Opera House contract the rates will be \$125 for normally scheduled events, \$150 for events interfering with normally scheduled events, and \$225 for events interfering with normally scheduled events on Friday, Saturday, Sunday, and holidays. For Paranormal bookings the rates will increase to \$200 for the first three hours and \$75 per hour after. For Gaming events the rates will be \$100 for the first hour and \$25 for each additional hour. Rental rates for the Cresco Community Theatre group will be tabled until April. For all rentals there will be NO glitter or confetti allowed. Ann Seebach made a motion to approve the Manager's Report, seconded by Kelly Bartling and unanimously approved by the Commission.

Staffing:

New Hires-Tami Bouska-\$8/hr-effective 8/4/2022: Alayna Larson-\$7.25/hr; Brittania Garcia-\$7.25/hr. David Gosch made the motion to approve these hires and salaries, seconded by Kelly Bartling and unanimously approved by the Commission.

Old Business:

1. Friends of Theatre-included in Wendy's report
2. Theatre Seats-still waiting for updates
3. Budget Comments-none
4. Scene Shop Committee-Jon Hayek will email the committee members to set up the next meeting.

New Business:

1. Capital Improvements Plan-Alex Fortune and Wendy Lickteig took the Commission through the CIP plan. Theatre priorities were discussed.

2. Next Meeting Date-October 10th 2022. Kari Waterbeck made the motion to approve, Kelly Bartling seconded and unanimously approved by the Commission.

Comments:

Community Theatre-Joe Wacha shared they would be meeting on September 13th, and that they have raised money and it is ear-marked for curtains and rigging. Joe also shared the Community Theatre's role in maintaining lights and more for the Theatre.

Chamber-Missy Hvitved sent notes to share information about an upcoming photo contest for Howard County. She also shared details about Good Times and the Turkey River Restaurant and their joint venture.

City Council-Alex Fortune shared that there have been problems with the yard waste site becoming a dumping ground. The ordinance has been changed for ATVs and UTVs. The recycling center has been closed.

Ann Seebach made the motion to adjourn, seconded by Julie Wilson and unanimously approved by the Commission.

Respectfully submitted,

Julie A. Wilson, Secretary

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theater Commission

Date of Meeting: August 15th, 2022

Time and Place of Meeting: 5:30 p.m. at Champlin Hall, Cresco Theatre

Roll Call: Hayek, Gosch, Hughes, Waterbeck, Wilson, Seebach, Bartling

Recurring Items: There may be action taken on each of the items listed below.

1. Approval of Agenda
2. Approval of Minutes from July 11th, 2022 meeting
3. Approval of claims/financials

Staff Reports: There may be action taken on each of the items listed below.

1. Manager's Report
2. Staffing and Employees

Old Business: There may be action taken on items.

1. Friends of Theatre
2. Theatre Seats
3. Budget Comments
4. Scene Shop Committee
5. Fire lane update

New Business: There may be action taken on items.

1. Next meeting date: September 12th, 2022

Comments:

1. Comments from Community Theatre
2. Comments from Chamber
3. Comments from City Council
4. Comments from Audience

Adjourn:

THIS NOTICE IS GIVEN PURSUANT TO CHAPTER 21, CODE OF IOWA AND THE LOCAL RULES OF SAID GOVERNMENT BODY, POSTED AUGUST 12TH, 2022.

Cresco Theatre Commission

August 15th, 2022

The Cresco Theatre Commission met at 5:30 PM in Champlin Hall on August 15th, 2022. In the absence of President Jon Hayek, Vice President Dave Gosch called the meeting to order. Dave Gosch welcomed new commission member, Kelly Bartling, to the meeting. Present: Dave Gosch, Ronda Hughes, Kari Waterbeck, Ann Seebach, Kelly Bartling, and Julie Wilson. Absent: Jon Hayek. Guests attending: Wendy Lickteig and Joe Wacha.

The August 15, 2022, agenda was reviewed. Ronda Hughes made the motion to approve, seconded by Ann Seebach and unanimously approved by the Commission. The July 11th, 2022, minutes were reviewed, Kari Waterbeck made the motion to approve, seconded by Kelly Bartling and unanimously approved by the Commission. The financials/claims were reviewed, Julie Wilson made a motion to approve, seconded by Ronda Hughes and unanimously approved by the Commission.

Wendy Lickteig presented the Manager's Report. Wendy asked the Commission about a contact for getting the chair lift serviced. Ann Seebach will get information for chair lift servicing. Overhead for the theatre has increased to \$90 per day. Increasing rental agreements will be looked at to offset these costs. The piano that CUSB has was looked at, and it would be very suitable for use at the theatre. CUSB will make a decision as to where the piano will go in the near future. Wendy stated that 21 people attended the Carol Montag performance. She was happy to be performing again, but did little advertising. Friends of the Theater assisted with this show. Upcoming live entertainment is as follows: 9/24-Rustic Moon-Neil Young Tribute; 10/9-Joe Sir-Elvis Tribute; 11/5-Free Fall-Tom Petty Tribute; 12/4-Looney Lutherans-Smells Like Lutefisk. The theater will need help from Commission members and Friends of the Theatre to usher at these events. A sponsor is needed for the Looney Lutherans. Julie Wilson will look into getting a sponsor. Wendy Lickteig will write a tourism grant after a sponsor is obtained. Staffing: Wendy hired Tami Bouska as a shift leader on August 4, 2022, and she started on August 5, 2022, at \$8 per hour.

Old Business:

1. Friends of Theatre-After the July 11th meeting, the Commission hosted a wine, cheese, and informational meeting about opportunities to volunteer at the theatre. Wendy had sign-up sheets for those wanting to sign up to help.
2. Theatre Seats-Wendy is waiting on updates.

3. Budget-Wendy is waiting for a second quote on furnaces and air conditioners.
4. Scene Shop Committee-No meeting has been set. The Commission discussed the need to keep moving forward with finalizing the plan so that funding opportunities are not missed.
5. Fire Lane-Has been approved by Council and signs need be placed.

New Business:

1. Next Meeting: September 12th, 2022 at 5:30 PM.

Comments:

1. Community Theatre-Joe Wacha said there is nothing currently being planned for performances.

Kari Waterbeck made the motion to adjourn, seconded by Ronda Hughes and unanimously approved by the Commission.

Respectfully submitted,

Julie A. Wilson, Secretary

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theatre Commission
Date of Meeting: July 11th, 2022
Time & Place of Meeting: 5:30 PM at Champlin Hall, Cresco Theatre

Welcome New Commission Members – Ann Seebach & Kelly Bartling

Roll Call:

Recurring Items: There may be action taken on each of the items listed below.

1. Approval of Agenda
2. Approval of Minutes from June 13th, 2022 meeting
3. Approval of claims/financials

Staff Reports: There may be action taken on each of the items listed below.

1. Manager's Report
2. Staffing and Employees

Old Business: There may be action taken on items.

1. Friends of the Theatre-7pm host Friends of Theater following meeting
2. Theatre Seats
3. Budget Comments
4. Scene Shop Committee
5. Fire lane update

New Business: There may be action taken on items.

1. Election of Officers
2. Next meeting date: August 8th, 2022

Comments:

1. Comments from Community Theatre
2. Comments from Chamber
3. Comments from City Council
4. Comments from Audience

Adjourn:

THIS NOTICE IS GIVEN PURSUANT TO CHAPTER 21, CODE OF IOWA AND THE LOCAL RULES OF SAID GOVERNMENT BODY, POSTED July 8th, 2022.

Cresco Theatre Commission

July 11th, 2022

The Cresco Theatre Commission met at 5:30 PM in Champlin Hall on July 11th, 2022. In the absence of President Jon Hayek, Vice President Dave Gosch called the meeting to order. Dave Gosch welcomed new commission member, Ann Seebach, to the meeting. Present: Ronda Hughes, Julie Wilson, David Gosch, Kari Waterbeck and Ann Seebach. Absent due to illness: Jon Hayek and Kelly Bartling. Guests attending: Wendy Lickteig, Joe Wacha and Alex Fortune

The July 11th, 2022, agenda was reviewed. Julie Wilson made the motion to approve, seconded by Kari Waterbeck and unanimously approved by the Commission. The June 13th, 2022, minutes were reviewed, Kari Waterbeck made the motion to approve, seconded by Julie Wilson and unanimously approved by the Commission. The financials/claims were reviewed, Ronda Hughes made the motion to approve, seconded by Ann Seebach and unanimously approved by the Commission.

Wendy Lickteig presented the Manager's Report. Jeff Meinecke took the Mlinear Family on a tour of the facility on July 3rd. The Mlinear family operated the theatre for many years. Many questions were asked and stories shared about the theatre. Wendy talked about a piano for the pit. Ronda Hughes said that CUSB has had a piano in Grange Hall and is looking at giving it away. Ronda will check with the bank and Ann Seebach offered to check out the piano and see if it would work for the theatre. Dave Gosch and his crew will move out the old piano when needed. Building Maintenance: Wendy had been approached about the slope into Champlin Hall and she has ordered a sign "Watch Your Step" and a strip to be placed. Wendy talked about having the tile floors done and Kari will check with Fareway on who is doing their floors. Wendy talked about the Shuttered Venue Grant and after the projects specified are completed, we will have approximately \$2,200.00 left over. Wendy suggested we put that toward a server or other movie equipment that will need to be updated for better sound and quality. Movies are continuing to have good attendance. The upcoming movies are: Where the Crawdads Sing, Black Phone, Elvis, Top Gun (coming back), League of Super Pets and Bullet Train. She has live entertainment book every month for the rest of the year: 8/6-Carol Mantague-Music of Baez, Mitchell & Collins; 9/24-Rustic Moon-Neil Young Tribute; 10/9-Joe Sir-Elvis Tribute; 11/5-Free Fall-Tom Petty Tribute; 12/4-Looney Lutherans – Smells Like Lutefisk. The theatre will need help with ushers and will look to Friends of the Theatre and the Commission to assist. Wendy mentioned that she is working with Billmyer Furniture for new flooring in the concession area – looking at vinyl planking or carpet squares. Staffing: Wendy will be looking for two shift leaders due to two heading back to college, current employees are not prepared for that responsibility yet. Ann Seebach made the motion to approve the manager's report and staffing update, seconded by Kari Waterbeck and unanimously approved by the Commission.

Old Business:

1. Friends of the Theatre –At 7 PM, the Commission will be hosting Friends of the Theatre for wine and cheese. Wendy will explain what activities we will be having and looking for volunteers to usher and assist.

2. Theatre Seats-Wendy continues to work on quotes for the seats and for flooring.
3. Budget-New budget has been finalized
4. Scene Shop Committee – Dave Gosch shared that the groups are now working on dates that the representatives from the three entities can get together.
5. Fire Lane – Has been approved by the Council and signs will be going up.

New Business:

1. Election of Officers:
President- Ronda Hughes made the motion to nominate Jon Hayek as President, seconded by Julie Wilson, no other nominations – nomination unanimously approved by the Commission.
Vice President – Ronda Hughes made the nominate David Gosch as Vice President, seconded by Kari Waterbeck, no other nominations- nomination unanimously approved by the Commission.
Secretary-Ronda Hughes is in her last year on the Commission and suggested a new secretary be selected. Kari Waterbeck made the motion to nominate Julie Wilson, seconded by Ann Seebach, no other nominations, nomination unanimously approved by the Commission.
2. Next Meeting: August 15th, 2022 at 5:30PM. Ronda Hughes made the motion to approve, seconded by Jon Hayek and unanimously approved by the Commission.

Comments:

1. Community Theatre – Joe Wacha had a message from Les Fields and will be contacting him this week. Community Theatre is looking for pallets and will be moving furniture into the pit area.
2. Chamber- Family Fun Night will be July 28th at Evans Park. The pickle ball project and gaga ball will be highlighted
3. City Council – Alex Fortune talked about the CIP Plan and said that theatre seats and the Scene Shop are items being included in the plan. Alex reported that the City is working on chip sealing but due to increase costs only one load is being purchased. The City is working on UTV code updates due to the State's changes that are being made. Working on an Alliant Grant for improving energy efficiencies. Jason Passmore shared with the Council the new Open Air Market which will bring food and craft vendors to Cresco. Ashton Lienhard will be the manager and currently has 15 vendors committed and more being added daily.

Julie Wilson made the motion to adjourn, seconded by David Gosch and unanimously approved by the Commission.

Respectfully submitted,

Ronda J Hughes, Secretary

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theatre Commission
Date of Meeting: June 13th, 2022
Time& Place of Meeting 5:30 PM at Champlin Hall, Cresco Theatre

5:30 PM – Interviews with Commission Applicants

6:00 PM – Theatre Commission Meeting

Roll Call:

Recurring Items: There may be action taken on each of the items listed below.

1. Approval of Agenda
2. Approval of Minutes from May 9th, 2022 meeting
3. Approval of claims/financials

Staff Reports: There may be action taken each of the items listed below.

1. Manager's Report
2. Staffing and Employees

Old Business: There may be action taken on items.

1. Friends of the Theatre
2. Theatre Seats
3. Budget Comments
4. Scene Shop Committee
5. Fire lane update

New Business: There may be action taken on items.

1. Commission Member Discussion and Recommendation
2. Next meeting date: July 12th, 2022

Comments:

1. Comments from Community Theatre
2. Comments from Chamber
3. Comments from City Council
4. Comments from Audience

Adjourn:

THIS NOTICE IS GIVEN PURSUANT TO CHAPTER 21, CODE OF IOWA AND THE LOCAL RULES OF SAID GOVERNMENT BODY, POSTED June 10th, 2022.

Cresco Theatre Commission

June 13, 2022

The Cresco Theatre Commission met at 5:30 PM in Champlin Hall. Jon Hayek called the meeting to order. Present: Jon Hayek, Ronda Hughes, Julie Wilson, David Gosch and Kari Waterbeck. Interviews with three applicants for two positions currently open on the Commission were conducted at 5:30, 5:40 and 5:50.

President Jon Hayek then called the June 13, 2022, monthly meeting to order at 6 PM. In attendance were: Jon Hayek, Julie Wilson, Kari Waterbeck, David Gosch and Ronda Hughes. Guests attending were: Wendy Lickteig, Joe Wacha and Alex Fortune.

The June 13, 2022, agenda was reviewed and President Hayek asked to move the new member discussion and recommendation to after 'comments.' Dave Gosch made the motion to approve, seconded by Kari Waterbeck and unanimously approved by the Commission. The May 9, 2022, minutes were reviewed, Julie Wilson made the motion to approve, seconded by Dave Gosch and unanimously approved by the Commission. The financials/claims were reviewed, Ronda Hughes made the motion to approve, seconded by Julie Wilson and unanimously approved by the Commission.

Wendy Lickteig presented the Manager's Report. Wendy had talked with Public Health and according to new recommendations, our Covid shields will be going down, effective immediately. Maverick had 803 in tickets sold for a total of \$5,354.00. Jurassic Park is now playing and attendance has been good. Ronda Hughes had talked to Wendy about muffling sound issues for Maverick and Wendy said she had restarted everything and thought things were fine. Julie Wilson had been at Jurassic Park Sunday night and muffling did happen again. Wendy will try resetting and if that does not correct it, she will call the company. Our coming movie lineup is very good and includes – Minions, Where the Crawdads Sing and The Black Phone. The Family Fun Night at East Park used our outdoor screen to show a movie and had good attendance. Wendy reported with the amount of rain recently, there has been water in the in-between area. Drew will cut the concrete and CBS will do flashing to address this. All building projects are done for fiscal year ending June 30, 2022. The new budget, effective July 1st, will include finishing replacement of remaining furnaces and air conditioners, as well as the windows and tuck-pointing on the front of the building. The theatre has received an Iowa Shuttered Venue Grant that will be used for windows and tuck-pointing projects. Wendy and Michelle will continue to work on writing grants to help with projects.

Under Staffing: Wendy and President Hayek worked on the annual raises for the theatre staff effective July 1, 2022. Recommendations are:

<u>Name</u>	<u>Increase July 1, 2022</u>	<u>Pay Per Hour</u>
Sebastian DeGroat	\$.25/hr	\$7.50
Nick Dietzenbah (shift leader)		\$8.25
Kevin Groenwald	\$.25/hr	\$8.25
Callie Holten	\$.25/hr	\$7.70
Haylee Holten(shift leader)	\$.50/hr	\$8.60
Austin Hoppe	\$.25/hr	\$7.65
Sydney Hyer	\$.15/hr	\$7.55
Caleb Kammerer(shift leader)	\$.50/hr	\$8.75
Summer Knight(shift leader)	\$.50/hr	\$8.85
Abby Konkell	\$.25/hr	\$7.65
Jeff Meinecke(shift leader)	\$.50/hr	\$10.80
Adam Schmitt	\$.15/hr	\$8.30
Jake Underbakke-Hennessy		\$7.40
CJ Yslas	\$.15/hr	\$7.55

Nick Dietzenbach will be going to the Navy and Jake Underbakke Hennessy will be moving, so no raises were done.

Dave Gosch made the motion to approve the Manager’s Report and Pay Increases as recommended, seconded by Kari Waterbeck and unanimously approved by the Commission.

Old Business:

1. Friends of the Theatre – The Commission will invite those individuals to meet with the Commission following the July 11th meeting. It will be an opportunity for the Commission to thank them and to explain what they can do to help the theatre. Ronda Hughes and Julie Wilson will invite those individuals.
2. Theatre Seats-Wendy is working on quotes for the seats and for flooring.
3. Budget-discussed in manager’s report
4. Scene Shop Committee – Jon Hayek reported that representatives from the Commission and Community Theatre have met and will now arrange a meeting with Council representatives, Alex Fortune and Jan Carman. Both groups are excited to work on moving the Scene Shop Project forward and look forward to having the opportunity to meet and work with City Council.
5. Fire Lane – Wendy and Alex will talk to Nate Widell to get this onto the Council agenda as soon as possible.

New Business:

1. **Next Meeting:** July 11, 2022 at 5:30PM. Ronda Hughes made the motion to approve, seconded by Jon Hayek and unanimously approved by the Commission.

Comments:

1. **Community Theatre** – Joe Wacha reported that due to lack of actors, the summer musical will not be held this summer. No June meeting, due to fair week. Community Theatre is working to move furniture and asked about storing some chairs at the theatre. Wendy felt this could work out.
2. **Chamber-** There was a ribbon-cutting for Fat-T's new expansion. Groundbreaking June 20th for Howard-Winneshiek School expansion. July 21st will be Ridiculous Days in Cresco.
3. **City Council** – Alex Fortune said that the Council has finished yard waste pick-up for the season, they are reminding people to keep their yard mowed or the City will mow and the property owner will be billed. The City CIP Plan is available on the City of Cresco website-under City Improvements-this plan lists projects for the next 7 years. The Scene Shop and theatre seats are projects the City has listed in the CIP plan.

At this time, the guests left the meeting and the Commission discussed the Theatre Commission applications and interviews. Recommendations to reappoint Jon Hayek and to appoint Kelly Bartling and Ann Seebach will be forwarded to City Council for approval.

Kari Waterbeck made the motion to adjourn, seconded by Julie Wilson and unanimously approved by the Commission.

Respectfully submitted,

Ronda J Hughes, Secretary

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theatre Commission
Date of Meeting: May 9th, 2022
Time & Place of Meeting: 5:30 PM at Champlin Hall, Cresco Theatre

Roll Call:

Recurring Items: There may be action taken on each of the items listed below.

1. Approval of Agenda
2. Approval of Minutes from April 11th, 2022 meeting
3. Approval of claims/financials

Staff Reports: There may be action taken on each of the items listed below.

1. Manager's Report
2. Staffing and Employees

Old Business: There may be action taken on items.

1. Friends of the Theatre
2. Theatre Seats
3. Budget Comments
4. Scene Shop Committee
5. Fire lane update

New Business: There may be action taken on items.

1. Commission Member Discussion
2. Next meeting date: June 13th, 2022

Comments:

1. Comments from Community Theatre
2. Comments from Chamber
3. Comments from City Council
4. Comments from Audience

Adjourn:

THIS NOTICE IS GIVEN PURSUANT TO CHAPTER 21, CODE OF IOWA AND THE LOCAL RULES OF SAID GOVERNMENT BODY, POSTED May 6th, 2022.

Cresco Theatre Commission

May 9, 2022

President Jon Hayek called the meeting to order on May 9th, 2022 at 5:30 PM. In attendance were: Jon Hayek, Kari Waterbeck, Dave Gosch, Julie Wilson and Ronda Hughes. Guests were: Wendy Lickteig, Joe Wacha and Jayne Jensen.

The May 9th Agenda, April 11th minutes and claims/financials were reviewed. Dave Gosch made the motion to approve all items, seconded by Julie Wilson and unanimously approved by the Commission.

Wendy Lickteig presented the Managers Report. Luther College's 'Owl At Home' went well and there were 60-70 in attendance. Many positive comments about the theatre were received from the Luther staff and attendees. Wendy will calculate the repayment to Criccett. The Elvis show on May 7th sold 155 tickets and we should net approximately \$1,030.00. Hall has scheduled a return show in May 2023. We have good movies coming and have seen good movie attendance with the current lineup. Dave and Julie brought up that the sound was not good for the movie on Sunday night and was muffled and hard to understand at times. Wendy will have the sound system checked. May 16th there will be a Notre Dame Elementary Concert – Jon and Kari will help that night. The theatre will be closed June 22nd-June 26th during the Howard County Fair. The spray foam application has been completed from above the tiles-at ceiling joists to the floor. Wendy will be checking after the next rain, to see if this also resolves the leaks the theatre has been experiencing. This project was paid in full by an energy savings grant from the Amy S. Bouska Trust. Wendy reported that the tuckpointing work will be done by Surety Tuckpointing, Rochester MN and the window replacement will be done by EM DUB Construction, Mike Wilgenbusch for projects funded by the SBA Shuttered Venue Grant.

Staffing: Sydney Hyer and C J Yslas - \$.15/hour pay increase - effective May 14, 2022.

Ronda Hughes made the motion to approve the Manager's Report and the Staffing wage increases, seconded by Kari Waterbeck and unanimously approved by the Commission.

Old Business:

1. Friends of the Theatre. Ronda reported that she had talked with a board member for the Charles City theatre and how they handle their volunteers. The manager makes out a schedule but there are no definite guidelines or protocols. The Commission talked about inviting the individuals, we have talked with, to come and meet with the Commission after one of our monthly meetings.
2. Theatre Seats – nothing new to report

3. Budget Comments – The last project will be completed by June 1st and the new budget effective July 1st will contain the balance of projects we have scheduled for 2022. Wendy commented that with the new furnaces that have been installed, we have seen improvement in our utility costs. David Gosch said that to maximize the efficiency of the new furnaces, the stage curtain needs to be closed anytime the theatre is not being used. Wendy will make sure all staff knows that the curtains should be closed nightly.
4. Scene Shop Committee – Jon Hayek was pleased to report that the committee will be having their first meeting May 10th and he will give an update at the June meeting.
5. Fire Lane – This is still in the works and Wendy is working with Alex Fortune and Nate Widell.

New Business:

1. Commission Member Discussion – two applications have been received at City Hall, one more will be coming in. The Commission will schedule interviews before the June 13th meeting at 5:30, 5:40 and 5:50 PM, with our meeting moved to 6 PM. Dave Gosch made the motion to schedule the interviews, seconded by Julie Wilson and unanimously approved by the Commission. President Jon Hayek will contact the individuals about the June 13th schedule.
2. Next meeting – June 13th, 2022. Ronda Hughes made the motion to set the June date, seconded by Julie Wilson and unanimously approved by the Commission.

Comments:

1. Community Theatre – Jayne Jensen said that the summer musical will be “Way Out West In A Dress” aka “Life is a Hurdle When You Wear A Girdle”. Auditions will be May 23rd & 24th and the production will be July 21st-24th. Jayne said they are looking for individuals interested in learning to run the lights and sound for productions. Jayne asked if the insulation is done, could Community Theatre bring back the metal chairs and stack in the in-between area. Where they are now stored has been sold, and will need to relocate them. There was discussion held on closing off the pit area by the steps and having that as additional storage space. Wendy will get estimates on doing this.
2. Chamber - Wendy said that the Chamber will try and have Spiff or Missy attend the Commission meetings. The Chamber will be using our inflatable screen for the Family Fun Night.
3. City Council – Wendy reported for the Council. Engineers will be preparing specs and requesting bids to paint the water tower and install safety upgrades which is estimated to be about \$300,000.00. Replacements costs are now at \$3.50 to \$5.50 per gallon –

that water tower is 500,000 gallons so a new one could cost about \$2.75 million. The City has contracted with CIT to clean sewers on the southwest side of town.

4. Audience – Jon Hayek reported that the Cresco Theatre Commission was selected by the TPD as the Organization of the Year for 2022. Awards were presented at the Howard County Economic Development and Tourism Banquet held May 5th, 2022. Attending the banquet were Commission members Jon Hayek, Julie Wilson, and Ronda Hughes, along with theatre manager Wendy Lickteig.

Upon hearing no further business, Kari Waterbeck made the motion to adjourn, seconded by Dave Gosch and unanimously approved by the Commission.

Respectfully submitted,

Ronda J Hughes, Secretary

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theatre Commission
Date of Meeting: April 11th, 2022
Time & Place of Meeting: 5:30 PM at Champlin Hall, Cresco Theatre
Roll Call:

Recurring Items: There may be action taken on each of the items listed below.

1. Approval of Agenda
2. Approval of Minutes from February 21st, 2022 and March 14th, 2022 meeting
3. Approval of claims/financials-February & March 2022

Staff Reports: There may be action taken on each of the items listed below.

1. Manager's Report
2. Staffing and Employees

Old Business: There may be action taken on items.

1. Friends of the Theatre
2. Theatre Seats
3. Budget Comments
4. Scene Shop Committee
5. Fire lane update

New Business: There may be action taken on items.

1. Commission Member Discussion
2. Next meeting date: May 9th, 2022

Comments:

1. Comments from Community Theatre
2. Comments from Chamber
3. Comments from City Council
4. Comments from Audience

Adjourn:

THIS NOTICE IS GIVEN PURSUANT TO CHAPTER 21, CODE OF IOWA AND THE LOCAL RULES OF SAID GOVERNMENT BODY, POSTED April 8th, 2022.

Cresco Theatre Commission

April 11, 2022

President Jon Hayek called the meeting to order on April 11th, 2022, at 5:30PM. In attendance were: Jon Hayek, Kari Waterbeck, Julie Wilson and Ronda Hughes. Absent were: David Gosch and Tara Henry. Guests were: Alex Fortune, Joe Wacha and Wendy Lickteig.

The April agenda, February 21st and March 14th minutes and claims/financials for February and March were reviewed with the Commission. All activity from the March meeting was included, due to the lack of a quorum for the March 14th meeting. Kari Waterbeck made the motion to approve all recurring items, seconded by Julie Wilson and unanimously approved by the Commission.

Wendy Lickteig presented the Manager's Report and Staffing/Employee updates. The Looney Lutherans had great support with 266 attending, ticket proceeds \$6,650.00, advertising expense \$412.00 for profit of \$6,238.00. CUSB VIP sponsored the event with Ronda Hughes, Suzanne Ollendick and Jodi Rosendahl helping at the show. The show drew people from a 60 mile radius of Cresco and lots of very positive comments on the theatre and the show. The Mitchell Hall-Johnny Cash show was very good and was well attended, with 167 enjoying the show. April 24th will be the Luther College operatic presentation of "Owl At Home". A Criccet grant was received for the cost, Gayle Kelm will deliver the check, and a \$500.00 Toursim Grant was received for advertising costs. Criccet advances the funds, with the hopes that funds can be paid back and Criccet can continue to assist other projects. Volunteers are needed: Ronda Hughes volunteered, along with spouse, Jarry. April 25th is a Notre Dame Concert, Ronda and Jon will help at this event. Wendy discussed the contract with Market Place Media, 2022-2025 timeframe with 25% of sales paid to the theatre. Ronda Hughes made the motion to approve this contract, seconded by Jon Hayek and unanimously approved by the Commission. Ghost Hunters is still in talks with the theatre for filming at the theatre, at this time, it will be fall 2022 before their schedule will be finalized. Wendy continues to collect information on theatre seats. Wendy is working on budget items and stated that the furnace installations will be done by June 1st, 2022. Marty Schnur has completed the spray foam insulation. Wendy stated that the 1970's sub-woofer case is cracked and that the City will order a new one. Wendy shared the movie schedule, with many new releases, we have been seeing very good attendance. Wendy gave an update on grants: Howard County Foundation-award a \$6,318.92 grant for sound system upgrades and award ceremony is April 19th. Grants have also been written to Alliant, Black Hills and Kwik Star for sound equipment.

Staffing and Employees:

Hired – Sebastian DeGroat \$7.25/ hour effective date February 26th, 2022. Kevin Gronewald \$8.00/hr-shift leader effective date February 25th, 2022.

Caleb Kammerer - \$.25/hour raise to \$8.25/hr effective date April 9th, 2022.

Kari Waterbeck made the motion to approve the manager's report and the staffing changes, seconded by Jon Hayek and unanimously approved by the Commission.

Old Business:

Friends of the Theatre-Ronda Hughes and Julie Wilson have recruited several people to serve as “friends of the theatre”. The Commission discussed how we will bring the group together, explain the function of the group, and move forward. Ronda Hughes will contact Charlie Perry and get information on how Charles City has handled their volunteer project.

Theatre Seats and Budget Comments – covered under the Manager’s Report

Scene Shop Committee – Jon Hayek reported that Karen LeFebvre has agreed to be a Community Theatre representative so John will be scheduling a meeting with City, Theatre Commission and Community Theatre representatives to move forward on the Scene Shop Project.

Fire Lane – Michelle will be putting this on the City Council agenda for their next meeting. Nate Widell and Alex Fortune will discuss this with the Council.

New Business:

Commission Member Discussion – Jon Hayek shared with the Commission the written resignation he received from Tara Henry. Tara has moved and will no longer be able to serve on the Commission. Ronda Hughes made the motion to accept, seconded by Jon Hayek and unanimously approved by the Commission. Jon encouraged the Commission to think about future members and make contacts. The Application Form for New Members is available at City Hall.

Next Meeting: May 9th, 2022. Jon Hayek made the motion, seconded by Ronda Hughes and unanimously approved by the Commission.

Comments:

Community Theatre: Joe Wacha reported that the Carol Burnett dinner theater had a great turn out, food was very good, great comments. The summer musical is having some issues, with a touring group in Iowa performing Annie, so are looking at other summer play options.

Council: Alex reported that the city is working at televising sewer lines and reviewing the airport report that shows major runway issues and looking at how funding can be done to improve the conditions at the airport.

Chamber and Audience: No comments.

Julie Wilson made the motion to adjourn, seconded by Kari Waterbeck and unanimously approved by the Commission.

Respectfully submitted,

Ronda J Hughes, Secretary

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theatre Commission
Date of Meeting: March 14th, 2022
Time & Place of Meeting: 5:30 PM at Champlin Hall, Cresco Theatre

Roll Call:

Recurring Items: There may be action taken on each of the items listed below.

1. Approval of Agenda
2. Approval of Minutes from February 21st, 2022 meeting
3. Approval of claims/financials

Staff Reports: There may be action taken on each of the items listed below.

1. Manager's Report
2. Staffing and Employees

Old Business: There may be action taken on items.

1. Friends of the Theatre
2. Theatre Seats
3. Budget Comments
4. Scene Shop Committee
5. Fire lane update

New Business: There may be action taken on items.

1. Commission Member Discussion
2. Next meeting date: April 11th, 2022

Comments:

1. Comments from Community Theatre
2. Comments from Chamber
3. Comments from City Council
4. Comments from Audience

Adjourn:

THIS NOTICE IS GIVEN PURSUANT TO CHAPTER 21, CODE OF IOWA AND THE LOCAL RULES OF SAID GOVERNMENT BODY, POSTED March 11th, 2022.

Cresco Theatre Commission

March 14th, 2022

President Jon Hayek called the meeting to order March 14th, 2022 at 5:30 PM. In attendance were: Jon Hayek, Ronda Hughes and Julie Wilson. Absent: David Gosch, Kari Waterbeck and Tara Henry.

Due to a lack of quorum, no meeting could be held. All business on the agenda will be moved to the agenda for the next meeting - April 11th, 2022.

Respectfully submitted,

Ronda Hughes, Secretary Cresco Theatre Commission

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theatre Commission
Date of Meeting: February 21st, 2022
Time& Place of Meeting 6:00 PM at Champlin Hall, Cresco Theatre

Roll Call:

Recurring Items: There may be action taken on each of the items listed below.

1. Approval of Agenda
2. Approval of Minutes from January 10th, 2022 meeting
3. Approval of claims/financials

Staff Reports: There may be action taken on each of the items listed below.

1. Manager's Report
2. Staffing and Employees

Old Business: There may be action taken on items.

1. Friends of the Theatre
2. Theatre Seats
3. Budget Comments
4. Scene Shop Committee

New Business: There may be action taken on items.

1. Fire lane/Parking in front of theatre-Wendy
2. Next meeting date: March 14th, 2022

Comments:

1. Comments from Community Theatre
2. Comments from Chamber
3. Comments from City Council
4. Comments from Audience

Adjourn:

THIS NOTICE IS GIVEN PURSUANT TO CHAPTER 21, CODE OF IOWA AND THE LOCAL RULES OF SAID GOVERNMENT BODY, POSTED February 18th, 2022.

Cresco Theatre Commission

February 21, 2022

President Jon Hayek called the meeting to order January 10th, 2022, at 5:30 PM. In attendance were: Jon Hayek, Julie Wilson, Kari Waterbeck and Ronda Hughes Absent were: David Gosch and Tara Henry. Guests were: Wendy Lickteig, theatre manager, and Jayne Jensen.

The February agenda, January minutes and financials were reviewed. Ronda Hughes made the motion to approve the agenda, minutes and financials seconded by Kari Waterbeck and unanimously approved by the Commission. Jon Hayek presented the claims/financials report and this was signed by all members present. Ronda Hughes made the motion to approve the claims/financials, seconded by Kari Waterbeck and unanimously approved by the Commission.

Wendy Lickteig presented the manager's report. Wendy reported that the Oneota Film Festival was well attended with many attending from outside of Cresco. She reported that the Howard-Winn concret was very full and she asked for help with the next one sighting concerns for safety and traffic control. David, Kari and Jon have offered to come help. Wendy will also reach out to the director and possible the principal to plan ahead ways to keep things moving and safe. The theatre received a check from the Wayne & Alice Carolan Trust in the amount of \$15,533.54. Wendy is sending thank you notes to the trustees. 'The Looney Lutherans' has been booked for Sunday, March 13th at 2PM. The VIP Club ladies will help with ushering and serving 'cookies & coffee' to help with staffing this event. Wendy asked for help with pricing for the tickets for the opera event being held on April 24th. After some discussion, it was decided that she would send some write ups and a video to the commission and Jayne to help with this decision to be made at the next meeting. Wendy is booked the Neil Young Tribute in September and is communicating with several other groups about potential bookings this year

Staffing and Employees:

Hired:	Cayden "CJ" Yslas	\$7.25	2/06/22
	Sydney Hyer	\$7.25	2/06/22
90 Day Raises:	Abigail Konkel	\$0.15	2/12/22
	Jake Underbakke-Hennessy	\$0.15	2/12/22

Jon Hayek made the motion to approve the manager's report, seconded by Julie Wilson and unanimously approved by the Commission.

Old Business:

1. Building updates- Dave Gosch reported that the furnace installations have begun.
2. Budget – Wendy reported that Amy Bouska has increased Bouska grant dollars for the theatre insulation project from to cover both the upstairs and down spaces.
3. Friends of the Theatre – Julie Wilson gave the names of Denise & Brian Sheehy and Dale & Lynette Andera. Ronda Hughes gave Gayle & Gary Kelm. This will be an ongoing project.

4. Theatre Seats – Dave Gosch and Wendy are working on this. Commission talked about different ideas for raising funds for seats.
5. Scene Shop Committee Update – Jon is working on dates and times to get the committee together for their first meeting.

New Business:

1. Fire lane/ parking in front of the theatre – Wendy brought the parking in front of the theatre to the attention of the commission. People are parking for extended periods of time in this space. It is the space the building empties into and provides a safety concern if it is full of vehicles in the event of an emergency. Jon Hayek motioned to encourage City Council to designate this area as a fire lane. Kari Waterbeck seconded and it was unanimously approved by the Commission.
2. Next Meeting Date. March 14th, 2022.

Comments:

1. Community Theatre: no report.
2. Chamber – no report
3. City Council – no report
4. Audience – no report

Adjourn: Ronda Hughes made the motion to adjourn, seconded by Julie Wilson and unanimously approved by the Commission.

Respectfully submitted,

Wendy Lickteig, Manager on behalf of
Ronda J Hughes, Secretary

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theatre Commission
Date of Meeting: January 10th, 2022
Time& Place of Meeting 5:30 PM at Champlin Hall, Cresco Theatre

Roll Call:

Recurring Items: There may be action taken on each of the items listed below.

1. Approval of Agenda
2. Approval of Minutes from December 13th, 2021 meeting
3. Approval of claims/financials

Staff Reports: There may be action taken on each of the items listed below.

1. Manager's Report
2. Staffing and Employees

Old Business: There may be action taken on items.

1. Friends of the Theatre-bring back for discussion
2. Theatre Seats
3. Budgets 2021-2022 & 2022-2023
4. Scene Shop Committee – Meeting Report

New Business: There may be action taken on items.

1. Storage Container
2. Next meeting date: February 14th, 2022

Comments:

1. Comments from Community Theatre
2. Comments from Chamber
3. Comments from City Council
4. Comments from Audience

Adjourn:

THIS NOTICE IS GIVEN PURSUANT TO CHAPTER 21, CODE OF IOWA AND THE LOCAL RULES OF SAID GOVERNMENT BODY, POSTED January 7th, 2022.

Cresco Theatre Commission

January 10th, 2022

President Jon Hayek called the meeting to order January 10th, 2022, at 5:30 PM. In attendance were: Jon Hayek, Julie Wilson, Ronda Hughes, David Gosch and Kari Waterbeck. Absent were: Tara Henry and Lesa Reidell. Jon Hayek stated that an email had been sent today by Lesa Reidell stating that she would be resigning from the Commission, effective immediately, due to changes in her work schedule. Jon will notify City Hall so the opening can be posted. Guests were: Wendy Lickteig, theatre manager, Joe Wacha and Jayne Jensen.

The January agenda, December minutes and financials were reviewed. David Gosch made the motion to approve the agenda, seconded by Julie Wilson and unanimously approved by the Commission. Kari Waterbeck made the motion to approve the minutes, seconded by Dave Gosch and unanimously approved by the Commission. Jon Hayek presented the claims/financials report and this was signed by all members present. Ronda Hughes made the motion to approve the claims/financials, seconded by Kari Waterbeck and unanimously approved by the Commission.

Wendy Lickteig presented the manager's report. Wendy reported that the holiday season went well, with many tickets/passes sold to businesses and teachers for Christmas gifts. Holiday movies had good attendance, especially Sing 2. Wendy has had many positive responses supporting the increase in ticket prices effective January 1st, 2022. 'The Looney Lutherans' has been booked for Sunday, March 13th at 2PM. The cost is \$1,500.00. Ronda and Kari offered to help with fundraising to cover this cost. Wendy is working on a Neil Young Tribute in September and a Tom Petty Tribute in November. The Community Theatre will be doing "Annie" in July. Wendy will close the theater to movies, tentatively, July 5th-July 21st so the theatre can be available to Community Theatre for rehearsals. This will be an opportunity to have cleaning done, as well as servicing equipment. Wendy continues to work with Luther College music department on the opera performance, which is April 24, 2022, at 2 PM.

Staffing and Employees: no changes

Ronda Hughes made the motion to approve the manager's report, seconded by Julie Wilson and unanimously approved by the Commission.

Old Business:

1. Building updates- Dave Gosch reported that the furnace installations have begun.
2. Budget – Wendy reported that Amy Bouska has increased Bouska grant dollars for the theatre insulation project from \$1,700.00 to \$2,000.00.
3. Friends of the Theatre – The Commission will work on contacting and developing a volunteer list. The Commission will work on getting an article for the paper and will keep "Friends of the Theatre" on the agenda as an on-going item.

4. Theatre Seats – Wendy and the Commission will work on getting estimates of the cost of updating the seats and then develop a capital campaign to raise funds, as well as grant writing. Theatre Seats will be an on-going item on the agenda.
5. Scene Shop Committee Update – Jon is working on dates and times to get the committee together for their first meeting. Wendy will get the Scene Shop drawings to the Committee.

New Business:

1. Storage Container-Dave Gosch wanted to make sure that the container would come back to the theater and would stay until the building project starts. It was not the intent to be moving it back and forth and felt that was what was reflected in the last Council Meeting minutes. Kari Waterbeck made the motion to have Dave Gosch speak to Nate Widell and Alex Fortune, seconded by Ronda Hughes and unanimously approved by the Commission.
2. Next Meeting Date. February 21st, 2022. Dave Gosch made the motion to meet on February 21st, seconded by Julie Wilson and unanimously approved by the Commission.

Comments:

1. Community Theatre: Community Theatre will be performing “Annie” in July 2022. Jayne Jensen shared that Community Theatre will be doing a Carol Burnett Dinner Theatre at the Heritage Event Center April 1st & 2nd with the meal catered by Mike McAllister. Practices will be held in Champlin Hall. Jayne asked if the funds from the last dinner theatre could go to something other than curtain and riggings. Wendy will talk to Michelle to clarify.
2. Chamber – no report
3. City Council – no report
4. Audience – no report

Adjourn: Dave Gosch made the motion to adjourn, seconded by Kari Waterbeck and unanimously approved by the Commission.

Respectfully submitted,

Ronda J Hughes, Secretary