



MINUTES

Community Center Board Meeting

October 8, 2025 | Meeting called to order by Paul Petersen @11:32 am

Board Members present Paul Petersen, Tom Bauer, Gigi Seibel, Mark Goodding, and Aarsal Shareef. Visitors present Jamie Stecker and Nevada Lemke.

Bauer made a motion to approve the **Agenda**. Second by Goodding. All Ayes. Motion Carries.

Bauer made a motion to approve the **Minutes** from September 10, 2025. Second by Goodding. All Ayes. Motion Carried.

Seibel made a motion to approve the **Bills Payable** as presented in the report in the amount of \$25,099.30. Second by Bauer. All Ayes. Motion carried.

End of Month/Manager's: Presented by Jamie Stecker: Has noticed that customers seem to be happier with services and the extra details that Jamie is focusing on with events and setups. She reported on the improved efficiency and planning now that the birthday packages have been simplified to one package with optional add-ons. She also reported that a recent event in the parking lot that resulted in damage to a City squad car could have been avoided with proper training and policies in place, such as No Re-Entry policies, and wants to address those in a future meeting, as well as amendments to the contracts to address these policies and other challenges with events and planning. She also reported on small process changes that have resulted in significant improvements, such as pre-making cotton candy and placing it within view on the counter which has caused cotton candy sales to increase significantly.

Customer Evaluations: There were a handful of evaluations, all providing positive feedback. The question about removing the residency question came up and the board discussed the need for it. It was confirmed that the residency of the person who scheduled the event is captured in the contract documents and can be obtained from those and can therefore be removed from the evaluation form.

Personnel: One employee that was hired for crew has completed the skate patrol evaluation and is now working in that classification. Another former employee that had quit was re-hired. The staff is enjoying the option for choosing their own shifts and it has resulted in employees scheduling themselves for more shifts and Jamie is filling in fewer shifts on the schedule. Jamie has also assigned a 16 year old employee to primarily concessions for each shift so there is always someone there that can run all of the equipment and the fryer. Jamie is also working towards getting all bar tenders TIPS Certified to help exercise a degree of control to intervene and prevent alcohol misuse and other relevant training.

Old Business:

- A. Project Updates: American Electric came and fixed the Exit Sign lights and worked on trouble shooting the canopy lights which are somehow connected to the DJ Booth. Their work from the approved quote is considered finished and Gigi will be obtaining quotes from electricians in the area to complete the rest of the LED lighting project to include indoor and under the canopy at the

Gigi Seibel

Paul Petersen

Mark Goodding

Thomas Bauer

entrance. American Electric also looked at the outlets in the kitchen that were causing fuses to blow and replaced two GFI's and noted that the cost would be minimal. The baby changing stations were repaired by Public Works and will be reinstalled today. Jamie will look at the trash can in the restroom where the locking mechanism is missing and work to get it repaired/replaced. The Point of Sale system is in progress and working towards installation after a few more questions get answered regarding re-sale taxation. Jamie attempted to obtain a quote for janitorial services for post-event cleanups, but the vendor declined to provide one. Jamie believes that securing quotes for this service may be challenging. The Board discussed some past policies that were brought forward and contract amendments and asked that those be included on the next agenda to be considered for approval so they could be implemented. Arsal suggested including a photography consent waiver to be included with event contracts and available for public events and the rest of the Board agreed. Administrator Lemke reported that she was working on a proposal for a copier lease from Access just like the ones with PD, City Shop, and City Hall. She needs some usage information from Jamie and will bring that to the next board meeting.

New Business: None.

Seibel made a motion at 12:32 pm to adjourn the meeting, second by Goodding. All Ayes. Motion Carried.

Next Meeting: **November 12, 2025** @ Community Center and Skate Park @ 11:30 a.m.

Respectfully submitted,
Nevada Lemke
City Administrator