

January 18th '24 MEETING MINUTES

Merrill Enrichment Center Committee

Meeting was held on January 18th, 2024 at 2:15pm

Merrill Enrichment Center Conference Room – 303 N. Sales Street

Present: Laura Bertagnoli (Chair), Nathan Meyer (Aldersperson), Sharon Anderson,
Sharon Harvey, Teresa Baker, Rod Akey

Excused: Jay Thlusty, Gene Bebel, Jennifer Clark (ADRC representative)

1. Opening

- a. Bertagnoli called the meeting to order.

2. Consent Items

- a. Motion by Meyer second by Anderson to approve Nov '23 minutes. Motion carried.
- b. Motion by Meyer second by Baker to approve Dec. '23/Jan. '24 vouchers. Motion carried.

3. Public Comment

- a. Baker commented on how successful the tour of lights was and that the City may want to run it for more than one evening.

4. Operations

- a. Christmas Joy delivered 53 meals & gifts to those spending the holidays alone. An additional 4 packages were picked-up.
- b. Strong Bodies will start up in February and run for 8 weeks. Tammie and Stephanie will be the instructors. We are pleased to have around 20 people signed up.
- c. Director presented to the committee a list of recommendations to increase revenues. (See attached document). Discussion resulted in a motion by Meyer and second by Baker to increase the \$2 activities to \$3, increase the percent of funds we receive from Gigi's classes from 20% to 25%, and change the cost of punch cards to pay in full with the offer of 2 monthly drawings for a free class and an end of year drawing for a *full punch card*. These changes will be effective March 1, 2024.

The Fall Craft & Market table fees were raised to \$30 from \$25 for 2024. Committee recommended a further increase to \$40 for 2025 along with adding the disclaimer *fee is subject to change.*

5. ADRC

- a. Not present. Director shared information Jennifer sent on ADRC's programs.

6. Discussion

- a. Health Fair – Director shared the difficulty in organizing a large scale health fair this spring. Outreach to partners was too late to coordinate efforts. Recommendation is to have a number of smaller, workshop type health fairs during our business hours. Anderson discussed the popularity of a hike & bike event that worked well in the past for a different organization she was involved in. This idea will be considered for good weather months ahead. Meyer recommended bringing a list of health fair ideas from all committee members to our next meeting. Meyer also mentioned possibly being open 1 Saturday a month and/or a Friday evening. Director likes the idea, however payroll is always an issue. The truck-a-palooza event was also discussed relative to the MEC being open. MEC staff had already discussed this at length with Hallie Savall, Social Media Specialist. Being that the event will have a multitude of offerings such as a craft/flea market type of event, kids' activities, etc., the likelihood of the MEC having any type of beneficial exposure on that day is unlikely.
- b. Strategic Planning – Due to time constraints, this will be the first topic of discussion in our February meeting.

7. Adjournment

- a. Motion to adjourn by Meyer second by Baker.

The next meeting date is **February 15th, 2024 at 2:15pm at the MEC.** Vouchers will be available for review 10 minutes prior to meeting time.

Respectfully submitted

TMrachek



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MEC Current Fee Structure			
<i>Instructors</i>	Payment	Fee for class	
Gigi	20%	\$3 per person	
Pam	20%	\$5 per person	
Amy	\$3 + 15%	\$18-\$28 per person	
Dennis	\$3 + 15%	\$33 per person	
All other art/craft class offerings	\$3 + 15%	varies	
Cards/Games/Groups		\$2	
Guys Group/Book Club		No Fees	
Volunteers		No Fees for certain activities	
<i>Suggested fee changes</i>			
	Fee increase for Fall Craft & Market Event is now \$30 vs. \$25		
Gigi			
72.62	average \$ per hour paid to Gigi at 20% fee		
	<i>her rate is \$60 per hour</i>		
67.60	consider increasing our percent to 25%		
	<i>Gigi would still be above her \$60/hour</i>		
All activities \$3	eliminate \$2 fees		
Eliminate pay once a day	currently pay \$3 and come back for cards - no fee		
	<i>approximately 20 people take advantage of this - they would pay \$6 a day</i>		
Punch Cards pay in full	current buy 9 get 1 class free		