

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theatre Commission
Date of Meeting: June 8th, 2020
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 March 2020 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 – salaries & wages

Old Business: There may be action taken on items.

1. Budget items
2. Commission Membership

New Business: There may be action take on items.

1. Building Inspection Report for Scene Shop
2. Set date for next meeting – July 13th, 2020

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 5th, 2020

Cresco Theatre Commission

June 8th, 2020

President Kelm called the Cresco Theatre Commission meeting to order in Champlin Hall on June 8th, 2020, at 5:30 P.M. In attendance were: Gary Kelm, Kari Waterbeck, Jon Hayek, Leigh Myers and Ronda Hughes. Guests: Wendy Lickteig, theatre manager, Alex Fortune and Joe Wacha.

The June Agenda, March minutes and financial report were reviewed. Leigh Myers made the motion to approve, seconded by Jon Hayek and unanimously approved by the Commission.

Wendy Lickteig gave the manager's report. Wendy reported that the theatre has re-opened and they are following recommended guidelines-every other row is roped off, limit of 75 people per movie, cleaning and sanitizing and staff are wearing masks. We are showing classic movies for the time being-currently showing "Grease", with new movies being available starting in July. Psychic, Dani Lynne, would like to book the theatre and we will look at booking once restrictions have been lifted. During the shutdown the front wall was repaired and cameras were installed.

Wendy reviewed with the Commission raises for theatre staff-effective July 1st.

1. Hope Balk - \$7.35 plus \$.10/hr raise
2. Jean Balk, shift leader - \$8.00 plus \$.25/hr raise
3. Nick Dietezenbach - \$7.35 plus \$.10/hr raise
4. Donavyn Gosch - \$7.75 plus \$.25/hr raise
5. Megan Harrod, shift leader - \$8.25 plus \$.25/hr raise
6. Kaitlin Holmstrom, shift leader - \$8.00 plus \$.25/hr raise
7. Justin Holt, shift leader - \$8.00 plus \$.25/hr raise
8. Haylee Holten - \$7.35 plus \$.10/hr raise
9. Lexi Hoppe - \$7.50 plus \$.25/hr raise
10. Caleb Kammerer - \$7.25 plus \$.15/hr raise
11. Summer Knight - \$7.35 plus \$.10/hr raise
12. Dillon Leff - \$7.35 plus \$.10/hr raise
13. James Leider - \$7.35 plus \$.10/hr raise
14. Jessica McGee, shift leader - \$8.75 plus \$.50/hr raise
15. Lucas McGee, shift leader - \$8.00 plus \$.25/hr raise
16. Madison McKenna, shift leader - \$7.85 plus \$.25/hr raise
17. Jeff Meinecke, shift leader - \$8.00 plus \$.25/hr raise
18. Mitchell Melaas - \$7.55 plus \$.25/hr raise
19. Avery Powers - \$7.85 plus \$.25/hr raise
20. Adam Schmitt - \$7.65 plus \$.25/hr raise
21. Olivia Smith - \$7.85 plus \$.25/hr raise
22. Haley Stevenson - \$8.00 plus \$.25/hr raise
23. Ivy Tangen - \$7.35 plus \$.10/hr raise

Ronda Hughes made the motion to approve the manager's report and all recommended raises, seconded by Kari Waterbeck and unanimously approved by the Commission.

Old Business:

Wendy reported on budget items and explained due to current conditions dealing with Covid19, the majority of pending projects are on hold. One project will be done and that is the pop room/hallway storage project.

Joe Wacha asked about the Murder Mystery Dinner held in March and if we knew how this came out financially. Wendy report that the Theatre Commission and Community Theatre have a profit of \$6,476.37 and this was deposited to the trust fund for the curtain and rigging project.

President Kelm discussed Commission membership and reported that five people are interested in the three open positions-Julie Wilson, Lesa Riedel, Tara Henry, Cathy Meinecke and Kelly Bartling. We will be talking with these individuals at the end of our meeting tonight.

New Business:

Alex Fortune delivered the scene shop building inspection report to the commission members and asked the commission and community theatre to join the City Council for a work session on Monday, June 15th at 5:30 P.M. at City Hall to discuss the report and what our options are moving forward.

President Kelm said that we need to have Election of Officers on next month's agenda, so this will be added to the July agenda.

Leigh Myers shared a thank you from Wendy Lickteig's parents sent to the Theatre Commission for the memorial sent in memory of their daughter.

Set date for next meeting - July 13th, 2020.

Reports:

Joe Wacha reported that things are quiet for Community Theatre with the summer production of Shrek cancelled due to Covid19. Due to the cancellation, the group will not be meeting in June. Joe did report that the group is looking at possibly doing a 10-12 person play in late fall if event restrictions improve or are lifted.

Alex Fortune gave the City Council report and stated that meetings have been quiet due to Covid restrictions. The housing project by the old bowling alley is moving forward, in doing grade work it was found that due to the water shed, changes needed to be made to the project and number of units reduced from 18 to 15 in three buildings, the builder's plan to have 6 units ready by fall.

No Chamber Report.

At this time, guests at the meeting left and the Commission members met individually with four candidates for the open seats on the Commission. The Commission will recommend to the City Council the following individuals for the open seats – Julie Wilson, Tara Henry and Lesa Reidel.

Jon Hayek made the motion to adjourn, seconded by Leigh Myers 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 9th, 2020
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 10th, 2020 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. Building/Projects Updates
2. Budget
3. Commission member update
4. Mystery Dinner Update

New Business: There may be action taken on items.

1. Review theatre rental agreements
2. Set date for next meeting – April 13th, 2020

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 6th, 2020.

Cresco Theatre Commission

March 9, 2020

Due to President Gayle Kelm not being able to be at our meeting by 5:30 P.M., Vice President Leigh Myers called the Cresco Theatre Commission meeting to order in Champlin Hall on March 9th, 2020, at 5:30 P.M. In attendance: Robert Ringoen, Leigh Myers, Jon Hayek, Kari Waterbeck, Ronda Hughes and Gayle Kelm. Guests: Wendy Lickteig, theatre manager, Alex Fortune, Jayne Jensen and Joe Wacha.

The March Agenda, February minutes and financial report were reviewed. Robert Ringoen made the motion to approve the agenda, minutes and financials, seconded by Jon Hayek and unanimously approved by the Commission.

Wendy Lickteig gave the manager's report. There were no staffing changes in the past month. The Elvis performance on March 6th was a great show, with 180 tickets sold and many positive comments. Elvis has been booked for December 13th for a return performance. The next six weeks the theatre has a very busy schedule: March 19th-Riceville has booked the theater for two movies. March 24th-CUSB Bank has booked the afternoon for a VIP movie event. April 4th-Cresco Library has booked the theatre for a movie. April 13th-Crestwood PTO has booked the theatre for a movie. April 21st-Notre Dame Elementary has booked a concert. April 25th-Northeast Iowa Peace & Justice Center has booked for a movie.

Wendy presented two quotes for security cameras for in the theatre. Cameras were budgeted for and the two bids were received - CPU-Computer Professionals Unlimited and Bob's Electric.

CPU – 6 cameras, 1 NVR, 750' Cat 5 Cable-\$4,750.00

Bob's Electric – Installation-\$2,371.00, Option 1-\$1,009.00, Option 2-\$1,197.00 – the Commission picked Option #2 in the Bob's Electric Proposal – which then totaled \$3,568.00

After reviewing both proposals, the decision was to go with Bob's Electric proposal -\$3,568.00. Robert Ringoen made the motion to approve and recommend the Bob's Electric proposal, seconded by Leigh Myers and unanimously approved by the Commission. See attachments: CPU and Bob's Electric quotes.

Old Business:

There was no building/projects update or budget update. Two names were mentioned for commission members and contacts will be made.

Mystery Dinner Update – Robert Ringoen reviewed the time table for the murder mystery dinner

1. Friday, March 13th at 3pm – set and prep tables – 3 hrs – he will be doing food prep that day
2. Saturday, March 14th – Robert will be at the theatre all day, workers arrive by 3:30 pm to fill water glasses, prep salads and cut and plate cake. – If anyone wants to come earlier, they are welcome to come and assist Robert. We will reset the tables after the show is over and should be done between 7:30-8pm.
3. Sunday, March 15th – Arrive by 10:30 am to do water, salad and cake. The show will be over 1:30-2 and we will reset for 5pm show. Stay for 2nd show – after, we will count all supplies left, box and do clean-up.
4. Leigh will pick-up cakes at noon on Saturday and bring two for Saturday night and refrigerate the rest at Essential Massage.

5. Kari will pick up sparkling wine and bring centerpieces and trays.
6. Robert needs two electric knives for cutting bread, Ronda and Gayle will bring.
7. CCT will have three waiters to help us, so we should have sufficient help—all wear black bottoms and white tops.

Wendy asked if it would be possible to set the date for the 2021 mystery dinner by August 2020. We can apply for funding for our event from the city tourism grant but we need to have the date the event will be held. Community Theatre and the Theatre Commission will get the school and community schedules and will get a date set.

New Business:

Review theatre rental agreement – Wendy presented an updated rental agreement with new rates and guidance. This is not available on line at this time due to the fact of theatre availability. Jon Hayek made the motion to approve the new agreement, seconded by Robert Ringoen and unanimously approved by the Commission.

Date of the next meeting: April 13th, 2020.

Reports:

Jayne Jensen and Joe Wacha reported for CCT. Rehearsals are going well for the murder mystery and the group is looking forward to the weekend. Jayne asked for assistance in turning out lights during the performance. Jayne asked if Keri had signed the contract for the use of the theatre in July for Shrek and will make sure it gets done. Wendy said she could bring a copy to the theatre.

Alex Fortune – City Hall – no new updates at this time.

No Chamber report

Ronda Hughes made the motion to adjourn, seconded by Leigh Myers and unanimously approved by the Commission.

Respectfully submitted,

Ronda J Hughes, Secretary



333 2ND AVE SW
CRESCO, IA 52136
(563) 547-2967 PHONE (563) 547-2967

PROPOSAL

PROPOSAL SUBMITTED TO: City of Cresco, Theatre
TELEPHONE NUMBER: 547-3101 Wendy Lickteig
DATE: March 4, 2020
JOB NAME: Security Cameras

WE PROPOSE HEREBY TO FURNISH MATERIALS AND LABOR FOR THE ABOVE PROJECT INCLUDING:

- **Installation Only of 6 Security Cameras (Add Option #1 or #2 Camera Package)**
 - ~ 2 Cameras Front Lobby
 - ~ 1 Camera East Entry & Stairs
 - ~ 1 Camera Back Entry
 - ~ 1 Camera Basement Storage
 - ~ 1 Camera Projector Room with Recorder

PRICE **\$2,371.00**

- **Option #1**
 - ~ 6 Cameras with 2K 5 Mega Pixel
 - ~ Recorder

PRICE **\$1,009.00**

- **Option #2**
 - ~ 4 Cameras 2K 5 Mega Pixel
 - ~ 2 Cameras with Audio & Zoom, 4K 8 Mega Pixel
 - ~ Recorder

PRICE **\$1,197.00**

**NOTE: *DOES NOT INCLUDE SALES TAX
Or Inspections**

SIGNED: Dale Andera
DALE R. ANDERA, OFFICER

**NOTE: This proposal may be withdrawn by us if not accepted within 30 days.
ACCEPTANCE OF PROPOSAL - THE ABOVE PRICES, SPECIFICATIONS, AND CONDITIONS ARE
SATISFACTORY AND ARE HEREBY ACCEPTED. WE ARE AUTHORIZED TO DO THE WORK AS SPECIFIED.
PAYMENT WILL BE MADE AS OUTLINE ABOVE.**

DATE OF ACCEPTANCE _____ **SIGNED:** _____



COMPUTER PROFESSIONALS UNLIMITED
of America

117 N Elm Street
Cresco, IA 52136
563-547-3162

Camera Quote for Cresco Theatre & Opera House

3/6/2020

6 Cameras

1 NVR

750ft Cat 5 Cable

Estimated Materials & Labor: \$ 4,750

1 camera above lower stage door facing west inside of southwest outside entrance

1 Camera facing east southeast mounted above Pop machine in northwest corner near ceiling in main lobby/entrance.

1 camera facing west northwest above stairway going down to basement looking across main lobby

1 camera facing inside of east door going into basement mounted on south wall of stairway approx.. 6-8 ft. east of main lobby camera on same wall.

1 camera mounted above access point outside of projector room facing west towards projector room entrance door on balcony.

1 camera mounted near ceiling just outside of utility/maintenance/ furnace room in basement door facing east looking at inside of hall/storage area door.

We will be using the old unused water heater duct as a Cable chase from upstairs to basement.

We will be installing 8-12 feet of pvc conduit or decorative raceway on face or surface of east end of south wall above stairway in main entrance/lobby for 2 cameras 1 facing basement door and 1 facing west northwest across main lobby.

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theatre Commission
Date of Meeting: February 10th, 2020
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 January 13th and January 29th meetings
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. Building/Projects Updates
2. Budget
3. Commission member update
4. Mystery Dinner Update

New Business: There may be action taken on items.

1. Set date for next meeting – March 9th, 2020

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 7th, 2020.

Cresco Theatre Commission

February 10th, 2020

Vice President Leigh Myers called the Cresco Theatre Commission meeting to order in Champlin Hall on February 10, 2020, at 5:30 p.m. In attendance: Ronda Hughes, Leigh Myers, Jon Hayek and Robert Ringoen. Absent: Gayle Kelm and Kari Waterbeck. Guests: Wendy Lickteig, theatre manager, Paul Jensen, Jayne Jensen and Joe Wacha.

Ronda Hughes distributed the January 29th meeting minutes to the Commission. The February agenda, January minutes, and financial report were reviewed. Ronda Hughes told the group that the December minutes were corrected as per the January minutes and an updated copy was sent to City Hall. Ronda Hughes made the motion to approve the agenda, minutes and financial report, seconded by Robert Ringoen and unanimously approved by the Commission.

Wendy Lickteig gave the manager's report. Wendy reported that the Oneota Film Festival went very well and the group was very pleased with the attendance and support they were given. We had many first time visitors to our theatre, which was great exposure for us. Attendees were from Waukon, Decorah and many neighboring communities. The Film Festival committee would like to do more showings at our theatre and will be in contact with Wendy. The theatre has been rented for a Gaming On The Big Screen event. Wendy said this is the first time doing this and is anxious to see how it works out. Robert Ringoen stated that if this goes well, more groups of varying ages could become interested and it could become an additional revenue source for the theatre. Wendy will keep the Commission informed. The theatre will be hosting another Mystery Matinee. Wendy is looking at Square terminals for the theatre and feels this is a much better way to accept credit cards than doing transactions on cellphones. Joseph Hall will be performing on March 6th and over half the VIP seats have already been sold. June 2nd will be the Carpenter show and Wendy discussed the space available on the stage due to scenery for the CCT performance of Shrek. CCT and the Commission will work together to try and accommodate the staging needed. Wendy submitted a grant to the Howard County Foundation for risers and platforms, that are lighter weight and much easier to use for performances at the theatre.

Wendy presented 90 day raises effective February 10th, 2020 for the following:

Hope Balk - \$.10/hour

James Leider- \$.10/hour

Ivy Tangen - \$.10/hour

Dillon Leff - \$.10/hour

Jean Balk - \$.25/hour

Kaitlyn Holmstrom - \$.25/hour

Lucas McGee - \$.25/hour

Ronda Hughes made the motion to approve the manager's report and salary increases, seconded by Jon Hayek and unanimously approved by the Commission.

Old Business:

Wendy reported that the City did budget to work on the pop room hallway and storage. This will be done this summer.

The Commission continues to look for two new members. It was mentioned that Spiff Slifka would be interested in serving on the Commission. She will be contacted and we will continue to look for one additional member to take Robert Ringoen's Commission seat.

An update was given on the mystery dinner: Jayne Jensen reported that play practice is in full swing. The performance will need to have two long tables set as head tables on the south end of Champlin Hall and asked that the meal be served and tables set to accommodate this performance style. The furniture on the south end will need to be moved and the Commission said they would be glad to take care of clearing the area for the performance. Leigh Myers has contacted Dough & Joe in regard to filled, layer cakes. The group decided on chocolate with Bavarian crème and white cake with raspberry filling. Each cake will serve 48, so six cakes, three of each, will be ordered. The price was \$38/cake and Robert felt that was very reasonable compared to making cheese cakes as previously discussed. Robert did a trial run on the meal and did suggest changing the vegetables to baby carrots and fresh green beans, as they held up much better than the frozen blend. Ronda Hughes had samples of fliers and tickets for the group to review. She will contact Jodi at CUSB to make the changes and will get them printed right away. The group has raised \$1,100.00 in sponsorships and is working toward our goal of \$2,000.00, which enables us to have all ticket sales go to a theatre project. After paying off the marquis last year, our project is stage curtains and rigging.

New Business:

Date of Next Meeting: March 10th, 2020.

Reports:

No City Report.

No Chamber Report.

Theatre Report. Jayne, Paul and Joe discussed the murder mystery. Practices are going well. Paul is working on risers for the banquet setting. A discussion was held on when Champlin Hall would be available for set-up. Wendy will have it reserved Wed-Sunday the week of the dinner theatre and will work to add Monday and Tuesday to that as well. The summer performance will be Shrek and a crew is already starting to work on building scenes in the scene shop.

Robert Ringoen made the motion to adjourn, seconded by Leigh Myers and unanimously approved by the Commission.

Respectfully submitted,

Ronda Hughes, Secretary

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theatre Commission
Date of Meeting: January 29, 2020
Time& Place of Meeting 6:15 PM at City Hall, Cresco, Iowa

Roll Call: Kelm, Hughes, Waterbeck, Ringoen, Myers, Hayek

New Business: There may be action take on items.

1. Personnel Committee to Discuss Theatre Manager Roles
2. Discuss Proposed 2020/2021 Budget

Adjourn:

THIS NOTICE IS GIVEN PURSUANT TO CHAPTER 21, CODE OF IOWA AND THE LOCAL RULES OF SAID GOVERNMENT BODY, POSTED JANUARY 27, 2020

Cresco Theatre Commission joint meeting with City of Cresco Personnel Committee

January 29, 2020

President Kelm called a joint Cresco Theatre Commission and City Personnel Committee meeting to order in City Hall on January 29th, 2020, at 6:15 PM. In attendance were Theatre Commission Members: Kari Waterbeck, Robert Ringoen, Jon Hayek, Gayle Kelm, and Ronda Hughes. Leigh Myers arrived at 6:23. Personnel Committee Members: Mayor Mark Bohle and Council Member Alex Fortune. Council Member Amy Bouska was unable to attend. Guests: Theatre Manager Wendy Lickteig and City Clerk Michelle Girolamo.

The Personnel Committee was excited to announce that they had been able to work out a solution to the problems encountered with Wendy managing the Theatre while maintaining a full-time job. Members of the Theatre Commission had voiced concerns with the increase in Theatre programming and rentals that it was getting increasingly difficult for Wendy to handle it all "after hours". She was unavailable during normal business hours during the week out of respect to her full-time employer as she tried not to conduct any theatre business while working. Unfortunately, people still contacted her in person, phone calls, emails, and texts.

The Personnel Committee stated they were impressed with how much the Theatre has expanded in live performances. They were aware of how the extra programming was putting additional work on the Theatre Commission and Wendy. The Council appreciated the extra efforts the current and past Commission members put into the renovations at the Theatre and the fundraisers and programs they are organizing and operating.

Last Fall Girolamo approached the Personnel Committee to request the possibility of reducing her hours. She suggested that if they hired someone for a few hours a week to cover some of Teresa's duties that she could concentrate on training Teresa more on the City Clerk duties. The Personnel Committee decided that perhaps if Wendy were able to expand her hours at the Theatre and be available during normal business hours that she could have her office at City Hall. She could then help cover City Hall customers, phone calls, and other duties. If she were offered full-time hours she would be able to do some of Teresa's work. Due to the scheduling at the Theatre, the position could be made with very flexible hours as she may need to work weekends and nights but would be available many days at City Hall. There was also a possibility of helping the Library as well because the Mediacom Channel 3 operator retired and Wendy may be able to take over the management of that as well.

The Theatre Commission enthusiastically agreed that this was a good solution for the problems. It was a unanimous vote of the Theatre Commission to approve expanding Wendy Lickteig's hours to 40 per week with hours tracked by department worked. Benefits would be split between the Theatre and Administration. Her rate of pay effective February 13, 2020 will be \$15.75 per hour for 90 days probation with a raise to \$16.00 effective 5/17/20.

The meeting was adjourned at 6:45 PM. The next regular meeting of the Cresco Theatre Commission will be February 10th, 2020, at 5:30 PM at the Champlin Hall, Cresco Theatre.

Respectfully submitted,

Ronda Hughes, Secretary

AGENDA

Notice and Call of Public Meeting

Government Body: Cresco Theatre Commission
Date of Meeting: January 13th, 2020
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 2019 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. Building/Projects Updates
2. Budget
3. Commission member update

New Business: There may be action taken on items.

1. Set date for next meeting – February 10th, 2020

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 10th, 2020.

Cresco Theatre Commission

January 13, 2020

President Kelm called the Cresco Theatre Commission meeting to order in Champlin Hall on January 13, 2020, at 5:30 p.m. In attendance: Robert Ringoen, Leigh Myers, Jon Hayek, and Gayle Kelm. Guests: Wendy Lickteig, theatre manager, Alex Fortune, Paul Jensen, Jayne Jensen. Absent: Kari Waterbeck and Ronda Hughes.

The January agenda, December minutes, and financial report were reviewed. It was decided the proposed minutes should be approved subject to removing the sentence listing names for commission members. After discussion, Robert Ringoen made the motion to approve the agenda, minutes subject to the removal of the proposed commission names, and financials, seconded by Jon Hayek, and unanimously approved by the Commission.

Wendy Lickteig presented the manager's report. We have received a \$25 donation from Cimota Club. The Oneota Film Fest was here on the 4th and was well attended. Another preview is scheduled for this Saturday at 2:00. Roy Gorter reported he had had new customers in his store that were in town for the Oneota Film Fest. Joseph Hall/Elvis tickets will be ready for the March 6 show. The ice machine is in Rochester and needs to be picked up. Gayle Kelm stated she would check her schedule and try to pick that up. The popcorn machine needs to be moved out of the hallway. December was a good month. The December 13 movie was not well attended, but the rest have been good. We have some good new hires, and training is ongoing. Dave and Adam will get the WiFi thermostats. We need two quotes for cameras.

The Murder Mystery Dinner was discussed and menu was planned. Times will be 5:00 on Saturday, and 12:00 noon and 5:00 p.m. on Sunday. Doors will open one-half hour ahead.

Robert Ringoen made the motion to approve the manager's report, seconded by Leigh Myers, and unanimously approved by the Commission.

Old Business:

1. Wendy reported that she will be meeting with the City Council on Wednesday to discuss the budget.
2. Robert stated he would like to step down from the Commission. We continue to look for a member to replace Alex Fortune. Gayle Kelm will be ending her third term this June.

New Business:

1. Next meeting – February 10th, 2020

Cresco Community Theatre – Joe Wacha asked what bookings are scheduled between now and the summer musical. He was told we had bookings March 6, June 2, and Notre Dame concerts April 21 and May 4. Paul Jensen stated it will be a large set and we may need to make plans for moving speakers.

City Report – Alex reported the council is working on the budget and UTV requirements.

Chamber/Economic Report – No one represented but Spiff Slifka has been in contact with a Waverly group about attending the Murder Mystery Dinner.

Upon hearing no further business, Robert Ringoen made the motion to adjourn, seconded by Jon Hayek, and unanimously approved by the Commission.

The next regular meeting of the Cresco Theatre Commission will be February 10^h, 2020, at 5:30 PM at the Champlin Hall, Cresco Theatre.

Respectfully submitted,

Gayle Kelm, Acting Secretary