

The regular meeting of the Seward Civic Center Commission of the City of Seward, Nebraska was held on Monday, May 9, 2022 at 5:00 p.m. at the Civic Center, 616 Bradford Street. Present: Jan Matzke, Rick Endicott, Mark Suhr, Pat Sanley, John Owens. Absent: Betty Jean Kolterman. Others in attendance: Civic Center Manager Erin Wiseman, Langworthy Trustee Ken Morgan, Clark Kolterman, Jeannie Wiemer, councilman Sid Kamprath, City Administrator, Greg Butcher.

Notice of the meeting was given in advance thereof by posting in the following places. City Hall, Civic Center, and Seward Memorial Library. Availability of the agenda was communicated in the advance notice of this meeting. All proceedings, hereafter shown were taken while the convened meeting was open to the attendance of the public.

The Chairman announced that a copy of the agenda for this meeting is posted at the Civic Center, Seward Memorial Library and City Hall. A copy of the Open Meetings Act is posted in Room Three (south wall) for public inspection.

#### 1. MANAGER'S REPORT

Owens arrived at 5:07 and was asked to take minutes in the absence of a secretary.

Manager Wiseman reported the electronic sign is at its end of life. She also suggested a need to look at prioritizing infrastructure expenditures.

#### 2. LANGWORTHY TRUST REPORT

No discussion was held.

#### 3. UPDATE ON LOCATION OF SCCDP WITHIN CIVIC CENTER

Nothing new is to report on the issues as opinion letters from attorneys Blevens and Hoffschneider are still pending.

#### 4. REQUEST FROM THE SEWARD COUNTY VISITOR'S BUREAU....

Kolterman, representative of the Seward County Visitors Bureau, presented information to the commission about their work and funding. The Bureau is looking to have a part-time employee housed in the Civic Center to help answer questions, promote Seward, manage brochures, etc. Discussion of funding, current scope of work, and SCCDP involvement continued.

#### 5. SEWARD ARTS COUNCIL REQUESTS

Representative of the Arts Council, Wiemer, presented several topics:

- a. She and the Arts council are currently curating numerous art exhibits and local art contests in the Langworthy Gallery and she is seeking more Civic Center involvement/support.
- b. Wiemer expressed concern about upkeep needed for the grand piano. The Commission agreed to investigate.
- c. She also noted previous approvals to upgrade lights in the auditorium.
- d. No action was taken.

Kolterman and Wiemer left the meeting at 5:37pm.

Further discussion continued and the Visitors Bureau request and Arts Council curator/payment were both tabled pending the attorney and court opinion of who/what can be located in the Civic Center. The Commission agreed to look into the piano concerns and the manger will pursue this. The Commission discussed auditorium lighting and noted work was done. No action was taken.

#### 6. REQUEST FOR PORTA POTTIES FOR THE 4th OF JULY

The Commission discussed concerns with no public toilets near the Civic Center on the 4th and concerns the Civic Center would be used significantly due to exhibits but also the carnival. Sanley moved to request 4 porta potties be placed near the carnival/Civic Center and be paid by the Fourth of July Committee. Endicott seconded and the motion passed unanimously. Sanley will put in a request.

#### 7. DISCUSS BETTER GUIDELINES FOR BOOKINGS AND OTHER EVENTS

The manager requested assistance from the Commission in providing better guidance for what kind of organizations could use the facilities and for what purposes. She will look for documents in the records and Owens and Suhr were appointed to review current guidance and assist in making clearer guidelines.

#### 8. QUOTES FOR ITEMS

- a. Wiseman received and presented two bids for mowing and chemical applications; one from Cuttin' It Close and one from Rummery. Discussion continued as to whether the City could provide such services. Owens moved to request the City to provide services. Endicott seconded and the motion was defeated.

Endicott moved to approve the bid from Cuttin' It Close. Suhr seconded and the motion passed unanimously. The left blower request is within the mangers allowed spending.

b. A request was made to upgrade several folding chairs and tables. After further discussion, Sanley moved to buy new chairs. Owens seconded and the motion passed unanimously.

c. Will be discussed at a later time.

#### 9. REPORT OF COMMITTEE FOR POSSIBLE RENOVATIONS....

Sanley and Matzke discussed work to review previous facility studies is ongoing.

Owens left at 6:55pm.

#### 10. CONSENT ITEMS

a. Minutes (March 14, 2022)

b. Claims

c. Financial Report

No motion was made.