



**CITY OF MARSHALL**  
**Work Session**  
**A g e n d a**  
**Tuesday, July 23, 2024 at 4:00 PM**  
**344 W. Main St., City Hall**

**CALL TO ORDER**

**NEW BUSINESS**

1. 2025 Marshall-Lyon County Library Appropriation Request
2. 2025 United Community Action Partnership Community Contribution Request
3. 2025 Lyon County Historical Society Community Contribution Request
4. 2025 Sounds of Summer Community Contribution Request
5. 2025 Marshall Area Fine Arts Council (MAFAC) Community Contribution Request

**ADJOURNMENT**

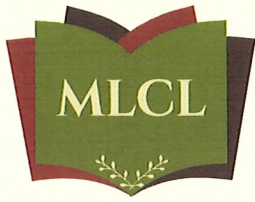
**Councilmember Schafer will be attending the meeting virtually from a public location at 2668 Peachtree Rd, Statesville, NC, 28625.**

**Disclaimer: These agendas have been prepared to provide information regarding an upcoming meeting of the Common Council of the City of Marshall. This document does not claim to be complete and is subject to change.**



## CITY OF MARSHALL AGENDA ITEM REPORT

<b>Presenter:</b>	Representative(s)
<b>Meeting Date:</b>	Tuesday, July 23, 2024
<b>Category:</b>	NEW BUSINESS
<b>Type:</b>	ACTION
<b>Subject:</b>	2025 Marshall-Lyon County Library Appropriation Request
<b>Background Information:</b>	For 2024, Council approved an appropriation to the Marshall-Lyon County Library for \$746,180. The 2025 requested appropriation is \$789,088 (an increase of 5.8%).
<b>Fiscal Impact:</b>	
<b>Alternative/ Variations:</b>	
<b>Recommendations:</b>	



# MARSHALL-LYON COUNTY LIBRARY

201 C Street | Marshall, MN 56258

July 10, 2024

Sharon Hanson, City Administrator  
344 West Main Street  
Marshall, MN 56258

Dear Sharon,

On behalf of the Marshall-Lyon County Library Board, please accept the Library's budget request for FY2025.

Per the outcome of the joint City, County and Library meeting and the Library Board's final approval on July 8<sup>th</sup>, 2024, the Library respectfully requests that the City contribute \$789,088, which is an increase of \$42,908 (5.8 % increase) over the FY2024 budget. The City's contribution, along with the County's contribution of \$394,544 (a 5.8 % increase of \$21,454), would provide the Library with a \$1,183,632 budget for FY2025.

Thank you for your past fiscal support of the Library and for your consideration of this budget request. Please let me know if you have any questions or need additional information.

Respectfully,

Michele A. Leininger, Director

MAL:cmd

# Marshall-Lyon County Library

## 2025 Adopted Budget

		2022		2023		2024		2025		
	Revenue	Budget	Actuals	Budget	Actuals	Budget	As of 05/31/24	Request	Increase/ Decrease	% Increase
33316	City of Marshall	696,591	696,559	720,625	720,625	746,180	310,910	789,088	42,908	5.8%
33314	Lyon County	348,248	348,250	360,300	360,300	373,090	155,454	394,544	21,454	5.8%
	Lyon County Technology		6,500							
	<b>Total</b>	<b>1,044,839</b>	<b>1,051,309</b>	<b>1,080,925</b>	<b>1,080,925</b>	<b>1,119,270</b>	<b>466,364</b>	<b>1,183,632</b>	<b>64,362</b>	<b>5.8%</b>
	<b>Miscellaneous</b>									
36125	Interest	750	5,245	750	8,017	8,000	1,915	8,000	0	0.0%
36410	Room Renta/Equipment	1,500	1,523	1,500	2,878	1,500	945	1,500	0	0.0%
35110	Fines, Fees, Miscellaneous	7,500	8,292	7,500	8,488	7,500	3,837	7,500	0	0.0%
36435	Copies	4,800	3,458	4,800	4,467	3,000	2,257	3,000	0	0.0%
36450	Earbud Sales				54		24			
36335	Refunds & Reimbursements	1,000	5,029	1,000	2,402	1,000	49	1,000	0	
36230	Memorial Donation				36,288					
36230	Grants/Donations	15,000	39,108	15,000	41,273	15,000	7,499	15,000	0	0.0%
	Donations				2,957		1,490			
	Donations (Preservation Lab)				9,920		0			
	Wishtree				504		9			
	Friends				27,741		6,000			
	Grants				149		0			
	<b>Sub Total Miscellaneous</b>	<b>30,550</b>	<b>62,655</b>	<b>30,550</b>	<b>103,866</b>	<b>36,000</b>	<b>16,526</b>	<b>36,000</b>	<b>0</b>	<b>0.0%</b>
	<b>Other</b>									
39110	Sale of Fixed Assets (Surplus Equip.)		6,745							
36185	Cash Long (Short)		128		84		51	0	0	
36126	Unrealized Gain/(Loss)		-6434		6,434		(880)			
	Reserve Fund	17,161	0	17,161	0	17,161		17,161	0	
	<b>Sub Total Others</b>	<b>17,161</b>	<b>439</b>	<b>17,161</b>	<b>6,518</b>	<b>17,161</b>	<b>(829)</b>	<b>17,161</b>	<b>0</b>	
	<b>Total Revenue</b>	<b>\$ 1,092,550</b>	<b>\$ 1,114,403</b>	<b>\$ 1,128,636</b>	<b>\$ 1,191,310</b>	<b>\$ 1,172,431</b>	<b>\$ 482,062</b>	<b>\$ 1,236,793</b>	<b>\$ 64,362</b>	<b>5.5%</b>

		2022		2023		2024		2025		
Personnel Expenses		Budget	Actual	Budget	Actual	Budget	As of 05/31/24	2025 Request	Increase/ Decrease	% Increase
51110	Salaries - Fulltime	422,086	435,449	474,989	459,590	495,838	191,097	526,613	30,775	6.2%
51120	Salaries - Parttime	232,971	189,884	218,340	196,899	220,692	77,767	232,952	12,260	5.6%
52120	FICA Contributions	50,112	45,776	53,040	49,449	54,815	19,766	58,107	3,292	6.0%
52110	PERA Contributions	49,129	44,198	52,000	48,880	53,740	19,726	56,967	3,227	6.0%
52210	Health Insurance	59,840	60,409	63,132	65,297	69,935	26,124	78,026	8,091	11.6%
52215	Health Insurance Benefit Allotment	10,000	10,315	10,000	10,216	9,833	3,840	10,000	167	1.7%
52220	Dental Insurance	6,039	4,426	6,039	4,356	6,169	1,251	3,338	-2,831	-45.9%
52230	Life Insurance/LTD	1,060	916	1,166	984	1,284	344	1,290	6	0.5%
52410	Unemployment Benefits Pmt.	0	451	0	0	0	0	0	0	
52420	Worker's Compensation	5,044	2,940	5,339	1,148	3,726	1,127	3,950	224	6.0%
Sub Total - Personnel Expenses		\$ 836,281	\$ 794,763	\$ 884,045	\$ 836,818	\$ 916,032	\$ 341,041	\$ 971,243	\$ 55,211	6.0%
Operating Expenses										
Administration										
54110	Supplies - General Office	2,250	1,807	2,000	1,270	2,000	873	2,000	0	0%
54120	Motor Fuels, Lubricants/Van Maintenance	1,250	639	0	0	0	0	0	0	
53110	Professional Services	2,550	1,479	2,550	2,945	2,550	785	3,000	450	18%
53140	Telephone & Cellular Phones	7,100	6,769	7,100	6,069	7,100	2,760	7,100	0	0%
53145	Postage & Shipping Charges	750	245	750	6	650	275	650	0	0%
53165	Travel & Conference/CE	750	291	0	288	300	230	300	0	
54430	Mileage Reimbursement	700	300	700	525	700	118	700	0	0%
53130	Marketing	4,000	2,732	3,000	2,528	2,000	918	2,000	0	0%
53215	Automotive Insurance	180	183	0	142	0	0	0	0	
53410	Maintenace Agreements (A&B - copier)	5,000	5,136	5,000	5,518	5,600	2,098	6,600	1,000	18%
58145	Dues & Subscriptions	1,275	1,631	1,300	972	1,300	0	1,300	0	0%
58155	Licenses & Taxes	500	390	500	765	500	0	550	50	10%
58115	Bank Charges (Credit Card Fee)	300	438	300	769	500	435	750	250	50%
Sub Total - Administration		26,605	22,041	23,200	21,797	23,200	8,492	24,950	1,750	7.5%
Building										
54210	Supplies - Building	2,250	2,897	2,250	2,723	2,250	800	3,000	750	33.3%
53420	Repair & Maintenance of Bldg.	10,000	3,473	10,000	3,358	7,500	13,639	7,500	0	0.0%
53210	Insurance General/Liability	6,500	9,570	7,200	14,400	15,700	10,043	15,700	0	0.0%
53310	Electric Utilities	31,815	28,013	31,815	26,909	30,000	9,654	30,000	0	0.0%
53315	Water Utilities	700	668	700	734	700	256	750	50	7.1%
53325	Refuse Disposal	1,300	1,309	1,300	1,381	1,300	453	1,400	100	7.7%
53330	Sewer Utilities	525	467	525	507	525	186	525	0	0.0%
53410	Maintenance Agreements	36,500	30,546	29,500	29,628	30,000	8,698	30,900	900	3.0%
Sub Total - Building		89,590	76,943	83,290	79,639	87,975	43,730	89,775	1,800	2.0%

		2022		2023		2024		2025		
		Budget	Actual	Budget	Actual	Budget	As of 05/31/24	2025 Request	Increase/ Decrease	% Increase
	<b>Public Services</b>									
58175	Programming	0	60	300	0	0	0	0	0	0%
54215	Supplies - Processing	3,300	3,355	3,000	2,537	3,000	654	3,000	0	0%
53170	Delivery Services - Plum Creek	5,760	5,760	6,120	6,120	6,300	6,300	6,480	180	3%
53170	Automation Fees - Plum Creek	28,700	28,700	29,930	29,930	30,125	30,125	30,275	150	0%
54220	Books	46,000	46,074	46,000	36,878	40,000	12,350	42,500	2,500	6%
54225	Electronic Resources	19,000	19,000	21,774	40,109	33,385	25,000	33,385	0	0%
53170	Plum Creek - Digital Library	8,505	8,505	8,505	8,505	8,505	8,505	8,505	0	0%
54230	Periodicals/Newspapers	3,500	3,949	4,000	4,728	4,000	2,190	4,000	0	0%
54235	A-V Materials	5,355	5,400	5,355	3,739	3,000	596	3,500	500	17%
	<b>Sub Total - Public Services</b>	<b>120,120</b>	<b>120,802</b>	<b>124,984</b>	<b>132,547</b>	<b>128,315</b>	<b>85,720</b>	<b>131,645</b>	<b>3,330</b>	<b>3%</b>
	<b>Tech &amp; Equipment</b>									
54410	Computer Software Support/Agreements	8,119	5,004	6,119	4,827	6,119	612	6,119	0	0%
53415	Repair & Maintenance of Equip.	2,000	494	1,500	932	1,500	160	1,500	0	0%
54150	Machinery/Equipt. up to \$5000.	9,835	11,975	5,500	5,519	9,290	10,197	11,561	2,271	24%
	<b>Sub Total - Tech &amp; Equipment</b>	<b>19,954</b>	<b>17,473</b>	<b>13,119</b>	<b>11,278</b>	<b>16,909</b>	<b>10,969</b>	<b>19,180</b>	<b>2,271</b>	<b>13%</b>
	<b>Total Operating Expenses</b>	<b>\$ 256,269</b>	<b>\$ 237,259</b>	<b>\$ 244,593</b>	<b>\$ 245,261</b>	<b>\$ 256,399</b>	<b>\$ 148,911</b>	<b>\$ 265,550</b>	<b>\$ 9,151</b>	<b>3.6%</b>
		2022 Budget	Actual	2023 Budget	Actual	2024 Budget	As of 05/31/24	2025 Request	Increase/ Decrease	% Increase
36130	Grant/Donation Expenses									
	Donations		20,231		4135		428	-	0	0%
	Memorial Donation				18667		0			
	Preservation Lab Donation				30		0			
	Wish Tree		796		389		165	-	0	0%
	Friends		13,687		17634		9988	-	0	0%
	Grants		4,874		468		110	-	0	0%
	<b>Total Gifts/ Donations Expenses</b>		<b>\$ 39,588</b>		<b>\$ 41,323</b>		<b>\$ 10,691</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
	<b>Total Expenses</b>	<b>\$ 1,092,550</b>	<b>\$ 1,071,611</b>	<b>\$ 1,128,638</b>	<b>\$ 1,123,402</b>	<b>\$ 1,172,431</b>	<b>\$ 500,643</b>	<b>\$ 1,236,793</b>	<b>\$ 64,362</b>	<b>5.5%</b>

## CITY OF MARSHALL AGENDA ITEM REPORT

<b>Presenter:</b>	Representative(s)
<b>Meeting Date:</b>	Tuesday, July 23, 2024
<b>Category:</b>	NEW BUSINESS
<b>Type:</b>	ACTION
<b>Subject:</b>	2025 United Community Action Partnership Community Contribution Request
<b>Background Information:</b>	<p>For 2024, Council approved a contribution to UCAP for bus replacement up to \$38,520.</p> <p>The 2025 requested contribution for a bus replacement is \$0 as they do not have a vehicle set to be replaced for the Marshall service area in 2025. It looks like at least one will qualify for 2026.</p>
<b>Fiscal Impact:</b>	
<b>Alternative/ Variations:</b>	
<b>Recommendations:</b>	

**From:** [Nick Leske](#)  
**To:** [E.J. Moberg](#)  
**Subject:** RE: 2025 funding request from City of Marshall  
**Date:** Monday, July 15, 2024 9:15:51 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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Good Morning E.J.,

We do not have a vehicle set to be replaced for our Marshall service area in 2025. Looks like at least one will qualify for 2026.

Thanks

Nick Leske  
Transportation Director, UCAP

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**From:** E.J. Moberg <E.J.Moberg@ci.marshall.mn.us>  
**Sent:** Monday, July 15, 2024 8:00 AM  
**To:** Nick Leske <Nick.Leske@unitedcapmn.org>  
**Subject:** FW: 2025 funding request from City of Marshall

Good morning, Nick,

Please provide me information for UCAP's 2025 request for funding [bus purchase(s)].

Does UCAP intend to present the request at the Council work session on Tuesday, July 23rd?  
If so, I have a slot available from 4:15 to 4:25 (or so). Would that work?

Thank you,  
E.J.

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**From:** E.J. Moberg  
**Sent:** Friday, May 31, 2024 12:48 PM  
**To:** Nick Leske <[Nick.Leske@unitedcapmn.org](mailto:Nick.Leske@unitedcapmn.org)>  
**Subject:** 2025 funding request from City of Marshall

Good afternoon,

The City of Marshall is beginning the budget process for 2025. If the United Community Action Partnership is interested in submitting a request for funding from the City, please provide me the requested amount no later than **Friday, July 12th** along with your most recent year-end financial statement/summary.

If funding is requested from the City for 2025, you will be asked to present the request to the City



Council at a work session on Tuesday, July 23rd starting at 4:00 pm.

Please contact me if you have any questions.

Thank you,  
E.J.



**E.J. Moberg, CPA**

Director of Administrative Services | City of Marshall

344 West Main St. | Marshall, MN

P: 507-337-6160

[www.ci.marshall.mn.us](http://www.ci.marshall.mn.us)



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*UCAP - bus purchases budgeted that have NOT been paid:*

	Budgeted by City	Expected **	Comment(s)
2020	17,600.00	-	pushed back to 2021 by MNDOT
2021	-	11,400.00	took possession 7/12/24; expecting invoice for City share this month
2022	39,220.00	14,730.00	ordered January 2023; hope to take delivery by end of 2024
2023	27,600.00	19,260.00	ordered January 2024; tentatively plan to take delivery in first quarter of 2025
2024	38,520.00	-	MNDOT did not approve the purchase; pushed back a couple years
total	122,940.00	45,390.00	

\*\* - per Nick Leske, UCAP Transportation Director, via email on 7/16/24

## CITY OF MARSHALL AGENDA ITEM REPORT

<b>Presenter:</b>	Representative(s)
<b>Meeting Date:</b>	Tuesday, July 23, 2024
<b>Category:</b>	NEW BUSINESS
<b>Type:</b>	ACTION
<b>Subject:</b>	2025 Lyon County Historical Society Community Contribution Request
<b>Background Information:</b>	<p>For 2024, Council approved a contribution to the Lyon County Historical Society of \$28,037.</p> <p>The 2025 requested contribution to the Lyon County Historical Society is for \$28,037 (no change from prior year).</p>
<b>Fiscal Impact:</b>	
<b>Alternative/ Variations:</b>	
<b>Recommendations:</b>	



301 West Lyon St  
Marshall, MN 56258  
507-537-6580

director@lyoncomuseum.org  
[www.lyoncomuseum.org](http://www.lyoncomuseum.org)  
[www.mncollections.org](http://www.mncollections.org)

City of Marshall  
344 W Main St.  
Marshall, MN 56258

July 12, 2024

Dear City of Marshall,

The Lyon County Historical Society (LCHS) requests \$28,037.00 for the fiscal year of 2025. This is the same amount as 2024. As a non-profit organization, LCHS receives income from Lyon County, the City of Marshall, museum memberships, donations, and grants. Your support for LCHS allows us to fulfill our Mission Statement:

“The purpose of the society shall be the collection, preservation and dissemination of knowledge about the history of Lyon County and to relate it to the history of the region and the state of Minnesota.”

The Lyon County Historical Society is excited to continue promoting the Lyon County Museum to residents of Marshall, Lyon County, and visitors to learn and appreciate the history of the city of Marshall and Lyon County. Thank you for your support.

Enclosed is LCHS’s 2023 year-end financial statement and 2023 Annual Report.

Sincerely,

Jennifer Andries  
Executive Director

*“The purpose of the society shall be the collection, preservation and dissemination of knowledge about the history of Lyon County and to relate it to the history of the region and the state of Minnesota.”*

# LYON COUNTY MUSEUM

301 West Lyon Street, Marshall, MN 56258  
www.lyoncomuseum.org • 507-537-6580



Item 3.

## LCHS 2023 Annual Report

**23**

guided school &  
group museum tours  
with activities

**Over 4,000**  
visitors toured the  
museum

**1,075**

volunteer hours,  
including board  
members

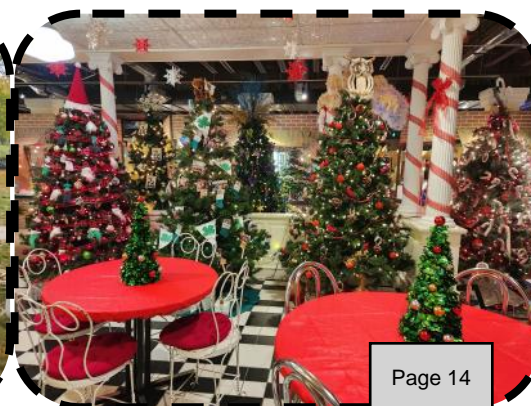
### Exhibits

- The Vietnam War and Lyon County
- The 1940s
- Marshall High School Boys Basketball State Championship 60th Anniversary Display
- 1920s Display for Prairie Home Hospice Charity Event



## Events, Presentations & Programs

Jennifer Andries, Minnesota Blizzards Program at Boulder Estates (February 3)  
 Tea and Ice Cream at the Museum (February 18)  
 Vietnam Veterans Roundtable at the Museum (March 28)  
 1940s Escape Room Fundraiser (Spring-Fall)  
 Easter Egg and Bunny Scavenger Hunt at the Museum (April 6-8)  
 WorldFest at the Red Baron Arena (April 15)  
 Carolyn Sowinski, "The Great Storm: Minnesota's Victims in the Blizzard of January 7, 1873" (April 17)  
 Youth Sports and Activities Expo at the Red Baron Arena (May 6)  
 10 Year Anniversary Party and Program (May 16)  
 Jennifer Andries, 1940s Program at Boulder Estates (May 19)  
 LCHS Annual Meeting and Program at the Marshall Library (June 1)  
 Tea Party and Dollhouse Tour (June 10)  
 Crazy Days Summer Activities at the Museum (July 20)  
 Lyon County and the Vietnam War Exhibit Opening Reception (August 8)  
 Lyon County Fair (August 9-13)  
 Escape Room Fundraiser at the Schoolhouse (August 11 & 12)  
 Jennifer Andries, Marshall History Program at the Adult Community Center (August 22)  
 Monthly Veterans Coffee at the Museum (September-December)  
 Pioneer Camp at the Schoolhouse (September 23)  
 Jennifer Andries and Bill Palmer, Vietnam Exhibit Program at Boulder Estates (September 29)  
 Arts and Living History Festival at Liberty Park (September 30)  
 Christopher Lehman, Slavery's Reach Program at the Marshall Library (October 2)  
 Joseph Amato, Self Book Talk at the Marshall Library (October 12)  
 Dinner with the Dolls Fundraiser (October 13)  
 Halloween Family Fun Day at the Museum (October 28)  
 Vietnam Veterans Panel Program (November 4)  
 History Rocks! Video Screening (November 10, 11, 17, & 18)  
 Jennifer Andries and Bill Palmer, Vietnam Exhibit Program at Marshall Noon Rotary (November 14)  
 Jennifer Andries and Bill Palmer, Vietnam Exhibit Program at Marshall Sunrise Rotary (November 30)  
 The 11th Annual Indoor Christmas Tree Walk at the Museum (November 18-December 30)  
 Holiday Home Tour (December 3)  
 Jennifer Andries, Christmas Tree Walk Program at Hill Street Place (December 7)  
 Holiday Open House at the Museum (December 9)



<b>Lyon County Historical Society</b>		Operations: General Administration and Operations													
<b>Comparative Analysis of Revenue &amp; Expense</b>		Programs: Exhibits, Preservation, and Programs (Unrestricted)													
<b>2023 Actual vs 2023 Budget</b>		Enterprise: Ice Cream Shop and Gift Shop													
<b>As of December 31, 2023</b>		Restricted: Grants for Specific Projects and Donor Restricted Projects													
		<b>2023 Actual</b>					<b>2023 Budget</b>								
		Operations	Programs	Enterprise	Restricted	Investments	2023 Actual	Operations	Programs	Enterprise	Restricted	Investments	2023 Budget	Y-o-Y \$	Y-o-Y %
BEGINNING BALANCE as of December 31, 2022		1,391.83	20,969.61	4,524.39	9,855.05	2,063.76	38,804.64	1,391.83	20,969.61	4,524.39	9,855.05	2,063.76	38,804.64		
INCOME															
Local Government Funding															
Lyon County		82,650.00	0.00	0.00	0.00	0.00	82,650.00	82,650.00	0.00	0.00	0.00	0.00	82,650.00	0.00	0.0%
City of Marshall		26,958.91	0.00	0.00	0.00	0.00	26,958.91	26,958.91	0.00	0.00	0.00	0.00	26,958.91	0.00	0.0%
Total Local Government Funding		109,608.91	0.00	0.00	0.00	0.00	109,608.91	109,608.91	0.00	0.00	0.00	0.00	109,608.91	0.00	0.0%
Grants															
Minnesota Historical Society		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Other Grants		0.00	0.00	0.00	1,057.00	0.00	1,057.00	0.00	0.00	0.00	0.00	0.00	0.00	1,057.00	N/A
Total Grants		0.00	0.00	0.00	1,057.00	0.00	1,057.00	0.00	0.00	0.00	0.00	0.00	0.00	1,057.00	N/A
Memberships															
Individuals		0.00	10,385.00	0.00	0.00	0.00	10,385.00	0.00	9,400.00	0.00	0.00	0.00	9,400.00	985.00	10.5%
Businesses		0.00	5,875.00	0.00	0.00	0.00	5,875.00	0.00	5,300.00	0.00	0.00	0.00	5,300.00	575.00	10.8%
Total Memberships		0.00	16,260.00	0.00	0.00	0.00	16,260.00	0.00	14,700.00	0.00	0.00	0.00	14,700.00	1,560.00	10.6%
Other Contributions															
Donation Box		0.00	1,871.25	0.00	0.00	0.00	1,871.25	0.00	1,200.00	0.00	0.00	0.00	1,200.00	671.25	55.9%
Memorials		0.00	1,235.00	0.00	0.00	0.00	1,235.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	235.00	23.5%
Other Donations		37.00	1,963.00	0.00	50,857.45	0.00	52,857.45	0.00	3,000.00	0.00	0.00	0.00	3,000.00	49,857.45	1661.9%
Total Other Contributions		37.00	5,069.25	0.00	50,857.45	0.00	55,963.70	0.00	5,200.00	0.00	0.00	0.00	5,200.00	50,763.70	976.2%
Other Income															
Fundraising Events		0.00	8,909.88	0.00	1,645.00	0.00	10,554.88	0.00	5,000.00	0.00	2,000.00	0.00	7,000.00	3,554.88	50.8%
Program Fees		0.00	720.00	0.00	0.00	0.00	720.00	0.00	500.00	0.00	0.00	0.00	500.00	220.00	44.0%
Research Services		0.00	123.00	0.00	0.00	0.00	123.00	0.00	300.00	0.00	0.00	0.00	300.00	(177.00)	-59.0%
Space Rental															
Events		0.00	0.00	200.00	0.00	0.00	200.00	0.00	0.00	200.00	0.00	0.00	200.00	0.00	0.0%
Total Other Income		0.00	9,752.88	200.00	1,645.00	0.00	11,597.88	0.00	5,800.00	200.00	2,000.00	0.00	8,000.00	3,597.88	45.0%
INCOME BEFORE RETAIL OPERATIONS AND INVESTMENTS		109,645.91	31,082.13	200.00	53,559.45	0.00	194,487.49	109,608.91	25,700.00	200.00	2,000.00	0.00	137,508.91	56,978.58	41.4%
RETAIL SALES															
Gift Shop		0.00	0.00	4,023.18	0.00	0.00	4,023.18	0.00	0.00	3,500.00	0.00	0.00	3,500.00	523.18	14.9%
Ice Cream Shop		0.00	0.00	2,263.75	0.00	0.00	2,263.75	0.00	0.00	1,500.00	0.00	0.00	1,500.00	763.75	50.9%
Sales Tax (Payable to MN-DOR)		0.00	0.00	366.49	0.00	0.00	366.49	0.00	0.00	400.00	0.00	0.00	400.00	(33.51)	-8.4%
Total Retail Sales (Including Sales Tax Payable to MN-DOR)		0.00	0.00	6,653.42	0.00	0.00	6,653.42	0.00	0.00	5,400.00	0.00	0.00	5,400.00	1,253.42	23.2%
COST OF GOODS SOLD															
Gift Shop		0.00	0.00	1,741.55	0.00	0.00	1,741.55	0.00	0.00	2,936.50	0.00	0.00	2,936.50	(1,194.95)	-40.7%
Ice Cream Shop		0.00	0.00	1,187.84	0.00	0.00	1,187.84	0.00	0.00	1,119.00	0.00	0.00	1,119.00	68.84	6.2%
Total Cost of Goods Sold		0.00	0.00	2,929.39	0.00	0.00	2,929.39	0.00	0.00	4,055.50	0.00	0.00	4,055.50	(1,126.11)	-27.8%
NET INCOME FROM RETAIL OPERATIONS		0.00	0.00	3,724.03	0.00	0.00	3,724.03	0.00	0.00	1,344.50	0.00	0.00	1,344.50	2,379.53	177.0%
NET OPERATING INCOME		109,645.91	31,082.13	3,924.03	53,559.45	0.00	198,211.52	109,608.91	25,700.00	1,544.50	2,000.00	0.00	138,853.41	59,358.11	42.7%
Investment Income or (Loss) - Endowment Fund															
Interest Income		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Dividend Income		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Gain/(Loss) on Sale of Investments		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Unrealized Gain/(Loss)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
TOTAL - Endowment Fund		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Investment Income or (Loss) - Capital Fund															
Interest Income		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Dividend Income		0.00	0.00	0.00	0.00	2,512.95	2,512.95	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1,512.95	151.3%
Gain/(Loss) on Sale of Investments		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Unrealized Gain/(Loss)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
TOTAL - Capital Fund		0.00	0.00	0.00	0.00	2,512.95	2,512.95	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1,512.95	151.3%
Investment Income or (Loss) - Cash Mgmt Facility															
Interest Income		0.00	0.00	0.00	0.00	352.63	352.63	0.00	0.00	0.00	0.00	100.00	100.00	252.63	252.6%
Dividend Income		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Gain/(Loss) on Sale of Investments		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Unrealized Gain/(Loss)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
TOTAL - Cash Mgmt Facility		0.00	0.00	0.00	0.00	352.63	352.63	0.00	0.00	0.00	0.00	100.00	100.00	252.63	252.6%
Investment Income or (Loss) - Wells Fargo DDA															
Interest Income		2.19	0.00	0.00	0.00	0.00	2.19	0.00	0.00	0.00	0.00	0.00	0.00	2.19	N/A
Dividend Income		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Sale of Investments		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

Lyon County Historical Society		Operations: General Administration and Operations													
Comparative Analysis of Revenue & Expense		Programs: Exhibits, Preservation, and Programs (Unrestricted)													
2023 Actual vs 2023 Budget		Enterprise: Ice Cream Shop and Gift Shop													
As of December 31, 2023		Restricted: Grants for Specific Projects and Donor Restricted Projects													
		2023 Actual					2023 Budget								
		Operations	Programs	Enterprise	Restricted	Investments	2023 Actual	Operations	Programs	Enterprise	Restricted	Investments	2023 Budget	Y-o-Y \$	Y-o-Y %
Unrealized Gain/(Loss)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
TOTAL - Wells Fargo DDA		2.19	0.00	0.00	0.00	0.00	2.19	0.00	0.00	0.00	0.00	0.00	0.00	2.19	N/A
TOTAL INVESTMENT INCOME		2.19	0.00	0.00	0.00	2,865.58	2,867.77	0.00	0.00	0.00	0.00	1,100.00	1,100.00	1,767.77	160.7%
NET INCOME BEFORE EXPENSES		109,648.10	31,082.13	3,924.03	53,559.45	2,865.58	201,079.29	109,608.91	25,700.00	1,544.50	2,000.00	1,100.00	139,953.41	61,125.88	43.7%
OPERATING EXPENSE															
Payroll-Related Expenses															
Salaries and Wages		61,379.00	0.00	0.00	0.00	0.00	61,379.00	61,566.19	0.00	0.00	0.00	0.00	61,566.19	(187.19)	-0.3%
Employee Benefits															
Health Stipend		2,600.00	0.00	0.00	0.00	0.00	2,600.00	2,600.00	0.00	0.00	0.00	0.00	2,600.00	0.00	0.0%
PERA		4,603.53	0.00	0.00	0.00	0.00	4,603.53	4,858.09	0.00	0.00	0.00	0.00	4,858.09	(254.56)	-5.2%
Payroll Taxes		4,894.40	0.00	0.00	0.00	0.00	4,894.40	5,167.69	0.00	0.00	0.00	0.00	5,167.69	(273.29)	-5.3%
Total Payroll-Related Expenses		73,476.93	0.00	0.00	0.00	0.00	73,476.93	74,191.97	0.00	0.00	0.00	0.00	74,191.97	(715.04)	-1.0%
Non-Payroll Expenses															
Contracted Services		0.00	0.00	0.00	1,057.00	0.00	1,057.00	0.00	0.00	0.00	500.00	0.00	500.00	557.00	111.4%
Utilities		16,204.61	0.00	0.00	0.00	0.00	16,204.61	17,000.00	0.00	0.00	0.00	0.00	17,000.00	(795.39)	-4.7%
Supplies		1,377.42	9,552.11	719.44	1,131.10	0.00	12,780.07	1,600.00	16,000.00	600.00	500.00	0.00	18,700.00	(5,919.93)	-31.7%
Printing		2,532.01	4,138.97	53.69	0.00	0.00	6,724.67	1,800.00	14,000.00	0.00	0.00	0.00	15,800.00	(9,075.33)	-57.4%
Other Restricted Projects (Timm Funds: Walking Tour)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,499.11	0.00	4,499.11	(4,499.11)	-100.0%
Insurance		5,647.76	0.00	0.00	0.00	0.00	5,647.76	5,600.00	0.00	0.00	0.00	0.00	5,600.00	47.76	0.9%
Travel		1,447.21	1,040.00	0.00	0.00	0.00	2,487.21	1,200.00	500.00	0.00	0.00	0.00	1,700.00	787.21	46.3%
Advertising		0.00	4,161.63	0.00	0.00	0.00	4,161.63	0.00	2,000.00	0.00	0.00	0.00	2,000.00	2,161.63	108.1%
Dues/Subscriptions		1,866.66	0.00	515.00	0.00	0.00	2,381.66	1,600.00	300.00	500.00	0.00	0.00	2,400.00	(18.34)	-0.8%
Postage		918.48	0.00	49.60	0.00	0.00	968.08	1,200.00	0.00	40.00	0.00	0.00	1,240.00	(271.92)	-21.9%
Telephone		959.76	0.00	0.00	0.00	0.00	959.76	1,000.00	0.00	0.00	0.00	0.00	1,000.00	(40.24)	-4.0%
Professional Development		260.00	0.00	0.00	0.00	0.00	260.00	500.00	0.00	0.00	0.00	0.00	500.00	(240.00)	-48.0%
Internet		1,287.77	0.00	0.00	0.00	0.00	1,287.77	1,200.00	0.00	0.00	0.00	0.00	1,200.00	87.77	7.3%
Technology Spending (Non-Capitalized)		35.00	1,476.09	0.00	0.00	0.00	1,511.09	1,000.00	4,000.00	0.00	0.00	0.00	5,000.00	(3,488.91)	-69.8%
Building Maintenance		1,295.65	0.00	0.00	0.00	0.00	1,295.65	500.00	0.00	0.00	3,000.00	0.00	3,500.00	(2,204.35)	-63.0%
Professional Services (CPA firm)		2,300.00	0.00	0.00	0.00	0.00	2,300.00	2,300.00	0.00	0.00	0.00	0.00	2,300.00	0.00	0.0%
Business Licenses		0.00	0.00	221.00	0.00	0.00	221.00	0.00	0.00	221.00	0.00	0.00	221.00	0.00	0.0%
Credit Card Fees		0.00	57.22	94.24	0.45	0.00	151.91	0.00	45.00	130.00	0.00	0.00	175.00	(23.09)	-13.2%
Rental Expense							0.00						0.00	0.00	N/A
Storage		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Sites		0.00	50.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	N/A
Miscellaneous Expense		775.25	2,600.90	0.00	105.20	0.00	3,481.35	500.00	500.00	0.00	0.00	0.00	1,000.00	2,481.35	248.1%
Total Non-Payroll Expenses		36,907.58	23,076.92	1,652.97	2,293.75	0.00	63,931.22	37,000.00	37,345.00	1,491.00	8,499.11	0.00	84,335.11	(20,403.89)	-24.2%
TOTAL OPERATING EXPENSE		110,384.51	23,076.92	1,652.97	2,293.75	0.00	137,408.15	111,191.97	37,345.00	1,491.00	8,499.11	0.00	158,527.08	(21,118.93)	-13.3%
Investment-Related Fees						1,326.84	1,326.84	0.00	0.00	0.00	0.00	900.00	900.00	426.84	47.4%
NET GAIN/(LOSS)		655.42	28,974.82	6,795.45	61,120.75	3,602.50	101,148.94	(191.23)	9,324.61	4,577.89	3,355.94	2,263.76	19,330.97	81,817.97	423.2%
NET GAIN/(LOSS) 2023		(736.41)	8,005.21	2,271.06	51,265.70	1,538.74	62,344.30	(1,583.06)	(11,645.00)	53.50	(6,499.11)	200.00	(19,473.67)		
Wells Fargo Bank Balance as of December 31, 2023		\$ 1,240.11													
Edward Jones Cash Mgmt as of December 31, 2023		\$ 30,350.67													
Edward Jones Captial Fund as of December 31, 2023		\$ 112,746.80													
Edward Jones Endowment Fund as of December 31, 2023		\$ 40,456.14													
Total		\$ 184,793.72													



## CITY OF MARSHALL AGENDA ITEM REPORT

<b>Presenter:</b>	Representative(s)
<b>Meeting Date:</b>	Tuesday, July 23, 2024
<b>Category:</b>	NEW BUSINESS
<b>Type:</b>	ACTION
<b>Subject:</b>	2025 Sounds of Summer Community Contribution Request
<b>Background Information:</b>	For 2024, Council approved a contribution to the Sounds of Summer for \$10,000. The 2025 requested contribution for the Sounds of Summer is \$10,000.
<b>Fiscal Impact:</b>	
<b>Alternative/ Variations:</b>	
<b>Recommendations:</b>	



July 2024

Ms. Sharon Hanson  
City Administrator  
City of Marshall  
344 W. Main St.  
Marshall, MN 56258

Dear Sharon,

Before you know it, Sounds of Summer 2025 will be here. The dates for the community celebration that year will be Thursday, August 14th through Sunday, August 17th. This letter is requesting the funding of \$10,000 from the City of Marshall in support of our city celebration.

The check can be made payable to Marshall Festivals Inc, and mailed to **PO Box 1310** Marshall, MN 56258.

On behalf of the committee members, I would like to thank you for your support.

Sincerely,

Brock Klaith  
President/Chair  
Marshall Festivals Inc.  
SOS

MARSHALL FESTIVALS, INC.  
STATEMENTS OF FINANCIAL POSITION  
DECEMBER 31, 2023 AND 2022

	2023	2022
Assets		
Cash	\$ <u>34,432.00</u>	\$ <u>28,062.00</u>
Total Assets	\$ <u><u>34,432.00</u></u>	\$ <u><u>28,062.00</u></u>
Liabilities		
Total Liabilities	\$ -	\$ -
Net Assets, without donor restrictions	<u>34,432.00</u>	<u>28,062.00</u>
Total Liabilities and Net Assets	\$ <u><u>34,432.00</u></u>	\$ <u><u>28,062.00</u></u>

MARSHALL FESTIVALS, INC  
STATEMENTS OF ACTIVITIES  
FOR THE YEARS ENDED DECEMBER 31, 2023 AND 2022

	Without Donor Restrictions 2023	Without Donor Restrictions 2022
Revenue		
Contributions from the Public	\$ 55,130.00	\$ 69,119.00
In-Kind Contributions	<u>14,112.00</u>	<u>15,040.00</u>
Total Revenue	<u>69,242.00</u>	<u>84,159.00</u>
Expenses		
Program		
Marshall Celebrations - Sounds of Summer	54,895.00	98,183.00
Management and General		
Printing and Postage	4,069.00	3,158.00
Insurance	1,056.00	2,541.00
Office	1,245.00	18.00
Professional Fees	500.00	600.00
Dues and Filing Fees	214.00	214.00
Memorials and Contributions	663.00	150.00
Volunteer Appreciation	<u>230.00</u>	<u>180.00</u>
Total Expenses	<u>62,872.00</u>	<u>105,044.00</u>
Excess of Revenue Over (Under)		
Expenses	6,370.00	(20,885.00)
Net Assets, Beginning	<u>28,062.00</u>	<u>48,947.00</u>
Net Assets, Ending	<u>\$ 34,432.00</u>	<u>\$ 28,062.00</u>

Marshall Festivals  
Revenue / Gross Receipts Trend

	Average	2023	2022	2021
Contributions	\$ 53,278	\$ 55,130	\$ 69,119	\$ 37,436
In Kind	\$ 13,665	\$ 14,112	\$ 15,040	\$ 12,290
Total	\$ 66,943	\$ 69,242	\$ 84,159	\$ 49,726

Eligible for postcard filing (990N)? **NO**

*Gross receipts three year average must be less than \$50k.  
Only consider cash contributions, not in kind contributions.*

Marshall Festivals, Inc.  
Board Members  
December 31, 2023

Brock Klaith, President  
PO Box 1310  
Marshall, MN 56258

Lisa VanVickle  
PO Box 1310  
Marshall, MN 56258

Krista Meulebroeck, Secretary  
PO Box 1310  
Marshall, MN 56258

Marc Klaith, Treasurer  
PO Box 1310  
Marshall, MN 56258

Wayne Mack, Board Member  
PO Box 1310  
Marshall, MN 56258

Larry Magrath, Board Member  
PO Box 1310  
Marshall, MN 56258

Mary Watts, Board Member  
PO Box 1310  
Marshall, MN 56258

Sarah Stoneberg, Board Member  
PO Box 1310  
Marshall, MN 56258

Brendon Bursell, Board Member  
PO Box 1310  
Marshall, MN 56258

\$599 Non-employee Compensation paid to Krista Meulebroeck

All funds are deposited with:  
First Independent Bank  
300 Front Street  
Russell, MN 56169  
888-823-4300

2023 Revenues							
beginning bal.	1/1/2023		\$28,060.75				
Date	cleared	Amount	Category	Contributor	In Kind		
1/11/2023	X	\$2,000.00	Donation	Donation U.S. Bank	\$6,489.33	Independent	
4/17/2023	X	\$250.00	Donation	Food Vendor	\$7,623.00	Marshall Radio	
4/28/2023	X	\$10,000.00	Donation	City Marshall - ACH	\$14,112.33	Total In Kind Donations	
5/19/2023	X	\$3,000.00	Donation	City of Marshall / Legion - ACH			
5/31/2023	X	\$5,500.00	Donation	\$SK Mattress Barn / \$500.00 Visit Marshall			
6/9/2023	X	\$2,400.00	Service Revenue	Deposit			
6/9/2023	X	\$450.00	Service Revenue	Deposit			
6/26/2023	X	\$3,250.00	Service Revenue	Deposit			
7/18/2023	X	\$3,600.00	Service Revenue	Deposit			
7/24/2023	X	\$4,950.00	Service Revenue	Deposit			
8/7/2023	X	\$10,000.00	Donation	ADM			
8/7/2023	X	\$5,000.00	Donation	Schwans -ACH			
8/22/2023	X	\$250.00	Donation	Southwest Coaches			
10/18/2023	X	\$250.00	Donation	Deposit MAHA			
11/20/2023	X	\$2,580.00	Service Revenue	Deposit			
12/15/2023	X	\$1,500.00	Donation	Hitching Post			
6/15/2023	X	\$150.00	Service Revenue	Deposit			
Total Deposits		\$55,130.00					

Date	Check No.	cleared	Amount	Category	Vendor	Row Labels	Sum of Amount
1/31/2023	1766	X	\$250.00	Program	Time Music Agency	Donation	400.00
3/23/2023	1767	X	\$3,250.00	Program	Fabulous Armadillos	Dues	214.00
4/15/2023	1768	X	\$2,225.95	Program	Dakota Entertainment	Insurance	1,056.16
4/15/2023	1769	X	\$500.00	Program	Visit Marshall	Office	1,245.42
4/15/2023	1771	X	\$500.00	Program	Lyon Ag Society	Professional Fees	500.00
5/2/2023	1772	X	\$2,500.00	Program	City of Marshall / Raisers	Program	39,783.18
5/8/2023	1773	X	\$599.00	Program	Krista Meulebroeck - Secretary Pay	(blank)	
5/8/2023	1774	X	\$25.00	Dues	State of Minnesota	Recognition	263.06
5/8/2023	1775	X	\$500.00	Professional Fees	Hoffman and Brobst	Appreciation Meal	180.00
6/6/2023	1776	X	\$610.89	Postage	Henle Printing	SOS Volunteer Meal	50.00
6/9/2023	1777	X	\$126.00	Postage	USPS / stamps	Advertising	1,000.00
6/13/2023	1778	X	\$70.00	Program	Kustom Kreations	Grand Total	48,761.19
6/13/2023	1779	X	\$1,750.00	Program	City of Marshall / rent arena \$1250.00 Frisbee \$500		
7/17/2023	1781	X	\$169.01	Postage	Henle Printing		
7/31/2023	1782	X	\$1,000.00	Program	Shades in the Past		
8/6/2023	1783	X	\$650.00	Program	Max Fleet	illisoionest SOS	
8/7/2023	ach	X	\$1,000.00	Advertising	LAMAR	advertising - billboard SOS	
8/8/2023	1784	X	\$2,056.91	Postage	Henle Printing		
8/8/2023	1785	X	\$1,056.16	Insurance	Town and Country Insurance		
8/8/2023	1786	X	\$263.06	Recognition	Mattress Barn	Gift Russ Labat - years of service	
8/9/2023	1787	X	\$500.00	Program	Scrap Iron Express		
8/16/2023	1788	X	\$698.62	Postage	Sky Printing		
8/16/2023	1789	X	\$1,107.60	Program	EverSpring Hotel Rooms / Band		
8/17/2023	1790	X	\$44.00	Program	Borch's / shirts		
8/17/2023	1791	X	\$150.00	Program	Gambler		
8/18/2023	1792	X	\$1,225.00	Program	Stacey Varpness		
8/19/2023	1793	X	\$50.00	SOS Volunteer Meal	Rotary	pancake breakfast - volunteers	
8/19/2023	1795	X	\$1,000.00	Program	Nathan Hansen Band		
8/19/2023	1796	X	\$2,225.95	Program	Dakota Entertainment		
8/19/2023	1797	X	\$300.00	Program	Quinn Horvath		
8/19/2023	1798	X	\$9,750.00	Program	Fabulous Armadillos		
8/21/2023	1800	X	\$27.37	Program	Missy Klait		
8/21/2023	1801	X	\$1,500.00	Program	SMSU Athletics	refund SOS related	
8/21/2023	1802	X	\$50.00	Program	Chicken Connection		
8/21/2023	1803	X	\$1,500.00	Program	Marshall Radio		
8/21/2023	1804	X	\$400.00	Donation	Donation to Legion		
8/22/2023	1805	X	\$1,080.00	Program	Hwy 23 Storage		
8/22/2023	1806	X	\$350.00	Program	MAHA	Volunteer setting up picnic tables	
8/29/2023	1807	X	\$41.38	Program	Mary Roth	reimbursements for events SOS	
9/5/2023	1808	X	\$231.94	Postage	Henle Printing		
9/15/2023	1809	X	\$176.00	Postage	USPS / Box Rent		
9/11/2023	1810	X	\$1,357.20	Program	Southwest Sanitation		
9/11/2023	1811	X	\$2,097.00	Program	Runnings / Candy		
9/11/2023	1812	X	\$750.00	Program	Visit Marshall / AD		
9/11/2023	1813	X	\$592.63	Program	Hitching Post Meal / Committee		
9/19/2023	1814	X	\$1,226.22	Office	Computer Man / new computer		
10/17/2023	1815	X	\$189.00	Dues	Chamber Dues		
10/17/2023	1816	X	\$340.10	Program	Coleman Electric	hooking up power SOS	
11/16/2023	1817	X	\$180.00	Appreciation Meal	Chamber	meal for award ceremony for all committee members	
11/23/2023	1818	X	\$500.00	Program	Light up the Night / Donation		
6/21/2023	ach	X	\$19.20	Office	check order		
Total			\$48,761.19				
Grand	TOTAL		\$34,429.56				

Bank Bal, 1/1/23	\$28,060.75
Add: Additions	\$55,130.00
Less: 2023 Expense	<u>\$48,761.19</u>
	\$34,429.56

## CITY OF MARSHALL AGENDA ITEM REPORT

<b>Presenter:</b>	Representative(s)
<b>Meeting Date:</b>	Tuesday, July 23, 2024
<b>Category:</b>	NEW BUSINESS
<b>Type:</b>	ACTION
<b>Subject:</b>	2025 Marshall Area Fine Arts Council (MAFAC) Community Contribution Request
<b>Background Information:</b>	For 2024, Council approved a contribution to MAFAC for \$8,000. The 2025 requested contribution for MAFAC is for \$8,000.
<b>Fiscal Impact:</b>	
<b>Alternative/ Variations:</b>	
<b>Recommendations:</b>	



**MARSHALL AREA FINE ARTS COUNCIL**

PO Box 531, 109 N. 3<sup>rd</sup> St  
Marshall, MN 56258  
[mafac@gmail.com](mailto:mafac@gmail.com)  
507-532-5463

*Building Community through the Arts*

July 10, 2024

Ms. Sharon Hanson  
City Administrator  
City of Marshall  
344 West Main Street  
Marshall, MN 56258

Ms. Sharon Hanson:

The Marshall Area Fine Arts Council (MAFAC) appreciates the past funding granted to us by the City of Marshall. The funding assists us in our mission of providing arts exhibitions and performances, promoting local artistic talents, and providing educational experiences.

In addition to meeting our mission, MAFAC officers and members are active in the Downtown Business Association, the Chamber of Commerce, the Marshall Convention and Visitors Bureau.

We are asking for \$8,000: \$6,000 for our operating fund and \$2,000 for the summer concerts in the Liberty Park "A Little Night Music."

\$6,000 – operating expenses such as rent, utilities, supplies and programming.

\$2,000 – "A little Night Music" – advertising and musicians expenses for concerts.

More detailed information can be provided, if necessary, when we attend the City Council meeting later this month.

Again, we want to thank you for your continued support and consideration.

Sincerely,

Charlotte Wendel, President  
Enclosed: Financial Statement

**MARSHALL AREA FINE ARTS COUNCIL  
2023 FINAL REVENUE/EXPENDITURES  
2024 REVENUE/EXPENDITURES BUDGET**

REVENUE			EXPENDITURES		
	<u>2023 ACTUAL</u>	<u>2024 BUDGET</u>		<u>2023 ACTUAL</u>	<u>2024 BUDGET</u>
<b>Membership/Sponsorship</b>	\$ 26,101	\$ 27,746	<b>Arts Program Expenses</b>	\$ 26,475	\$ 32,609
<b>Concerts/Sales/Fees/Donation</b>	\$ 20,599	\$ 25,083	<b>Occupancy Expenses</b>	\$ 23,559	\$ 19,896
<b>Grants</b>	\$ 7,220	\$ 10,758	<b>Operations (Excluding Payroll)</b>	\$ 11,333	\$ 12,000
<b>City/County Support</b>	<u>\$ 8,500</u>	<u>\$ 10,500</u>	<b>Wages &amp; Employee Benefits</b>	<u>\$ 5,630</u>	<u>\$ 12,119</u>
<b>TOTALS</b>	<u><u>\$ 62,420</u></u>	<u><u>\$ 74,087</u></u>	<b>TOTALS</b>	<u><u>\$ 66,997</u></u>	<u><u>\$ 76,624</u></u>