



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Approved MONONA TERRACE BOOKING EVENT ASSISTANCE ADVISORY COMMITTEE

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Tuesday, December 9, 2025

4:00 PM

Destination Madison Virtual Meeting –
Zoom link

[91077](#)

Zoom link:

<https://us02web.zoom.us/j/82412005519?pwd=LQRVWJAHG9WdXrVRoTwt6AP09Wib7E.1>

Meeting ID: 824 1200 5519

Passcode: 608608

One tap mobile +16469313860,,82412005519#,,, *608608# US

Call to Order/Roll Call

Minute Taker: Lizzy O'Hara

Present: – Ellie Westman Chin, Michael Verveer, Steve Dongarra

Absent: – Tom Ziarnik, Angela Bozo

Guests: – Jamie Patrick

Westman Chin called the meeting to order at 4:03 p.m. Quorum established.

Approval of Minutes

September 15th, 2025

A motion was made by Verveer and seconded by Dongarra to approve the minutes. Motion was passed by voice vote/other.

Public Comment

None.

Disclosures and Recusals

Michael Verveer is a member of the City of Madison Room Tax Commission and is on the Monona Terrace Community and Convention Center Board.

Review Fund Activity

[91076](#)

Fund Availability - Fund Activity Memo

Attachments: [2025-12-09 Fund Activity Memo.docx](#)

For the calendar year 2025, the committee has \$270,000 to appropriate. After the September 16, 2025, meeting, there existed a balance in the fund of

\$78,173. Re-appropriations below of \$62,259, leaves the committee with available funds of \$140,432 to consider and appropriate at this meeting. There are six new event requests, which will leave a remaining balance of \$932 in the fund.

Review Future Fund Requests

91068

Solution Tree - 2027 PLC at Work Institute

Attachments: [SolutionTree2027PLC.pdf](#)

BEA Request for \$13,500 for facility rental.

A motion to approve the request was made by Dongarra. Motion was seconded by Verveer. The motion passed by voice vote/other.

91069

Society of American Foresters - SAF 2028 National Convention

Attachments: [SocietyofAmericanForesters2028.pdf](#)

BEA Request for \$25,500 for facility rental.

A motion to approve the request was made by Verveer. Motion was seconded by Dongarra. The motion passed by voice vote/other

91070

American Meteorological Society - 2027 ASM June Summit

Attachments: [AmerMeteorologicalSoc2027JuneSummit.pdf](#)

BEA Request for \$25,500 for facility rental.

A motion to approve the request was made by Verveer. Motion was seconded by Dongarra. The motion passed by voice vote/other.

91071

National Rural Electric Cooperative Association - 2027 Connect Conference

Attachments: [NationalRuralElectricCoopAssoc2027ConnectConf.pdf](#)

BEA Request for \$30,000 for facility rental.

A motion to approve the request was made by Dongarra. Motion was seconded by Verveer. The motion passed by voice vote/other.

91072

National Correctional Industries Association - 2028 NCIA National Training Conference

Attachments: [NationalCorrectionalIndustriesAssoc2028.pdf](#)

BEA Request for \$22,500 for facility rental.

A motion to approve the request was made by Verveer. Motion was seconded by Dongarra. The motion passed by voice vote/other

91073

National Correctional Industries Association - 2029 NCIA National Training Conference

Attachments: [NationalCorrectionalIndustriesAssoc2029.pdf](#)

BEA Request for \$22,500 for facility rental.
A motion to approve the request was made by Verveer. Motion was seconded by Dongarra. The motion passed by voice vote/other.

Roll-over of Funds Request

[91074](#) Botanical Society of America - Botany

Attachments: [RolloverRequest202512.pdf](#)

BEA Request for \$33,975 for facility rental.
A motion to approve the request was made by Dongarra. Motion was seconded by Verveer. The motion passed by voice vote/other.

New Business

[91075](#) City's Statement of Interest

Dongarra and Verveer both stated that they have completed their statement of interest. Westman Chin asked Verveer if to check in with Bozo as the deadline to complete the statement of interest is January 6th, 2025.

Adjournment

Since there was no further business, Verveer moved that the meeting be adjourned. Motion was seconded by Dongarra. Approved by all. Meeting adjourned.