



- 10.8 End of calendar year actions as required, for discussion & possible action
  - 11. Board Administrator
    - 11.1 November Financial reports
  - 12. Other Reports
  - 13. Next Meeting Date
  - 14. Adjournment
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### MINUTES, DECEMBER 17, 2013

**1. Time, Place and Date.** The Winnemucca Convention and Visitors Authority met in regular session in full conformity with the law at the Winnemucca Convention Center, West Hall, Winnemucca, Nevada at 4:00 pm on Wednesday, December 17, 2013 with Chairman Terry Boyle presiding.

**2. Pledge of Allegiance.**

**3. Attendance.** *Convention and Visitors Authority Board Officials Present:*

Terry Boyle	Chairman and Hotel Representative
Rodd William Stowell	Vice Chairman and Business Representative
Don Stoker	Treasurer and Motel Representative
Jim Billingsley	City Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

*Convention and Visitors Authority Board Officials Absent:*

Dan Cassinelli	County Representative
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*Staff Members Present:*

Kim Petersen	Director
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*Staff Members Absent:*

Shelly Noble	Administrative Clerk
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*Others Present:*

Joyce Sheen	Humboldt Sun
Stan Rorex	Humb Gen Hospital Auxiliary
Joy Dahlka	Humb Gen Hospital Auxiliary
Carmen Kofoed	Humboldt Sun
Holly Rudy James	Humboldt Sun

**4. Meeting Notice Report.**

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Thursday, December 12, 2013 at Humboldt County Library, Court House, Post Office, City Hall and Convention Center

West Hall. No persons have requested mailed notice during the past six months.

5. **Business Impact Determination.** After review of the December 17, 2013 agenda, *Don Stoker made a motion that no proposed agenda item is likely to impose a direct and significant economic burden on a business or directly restrict formation, operation, or expansion of a business. The motion carried, 4-0.*

6. **Minutes.**

Prior meeting minutes, November 18, 2013. There is not a quorum of members present today who attended this meeting so approval of these minutes will be included on the January 2014 agenda.

Prior meeting minutes, November 20, 2013.

*Rodd William Stowell made a motion to accept the minutes of the November 20, 2013 meeting. Motion carried, 4-0.*

7. **Claims.** The following claims were submitted for payment and approved on December 17, 2013:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	18791-18848	\$318,403.67

*Don Stoker made a motion to approve all claims as submitted. The motion carried, 4-0.*

8. **General Business.**

**8.1 Joy Dahlka, Humb Gen Hospital Auxiliary, request for WH facility grant, HGH Auxiliary Valentine Party, February 11, 2014, for possible action**

Stan Rorex and Joy Dalhka are here to request the use of the West Hall for the HGH Auxiliary Valentine Party in February 2014. Board members acknowledged the wonderful work this group has done over the years to raise funds that benefit our community. However, as with the Auxiliary's past requests for facility grants to be used for their private parties, this board does not want to set a precedent in granting this request. The West Hall facility grant request for the HGH Auxiliary Valentine Party, February 11, 2014, is denied.

**8.2 Jamie Uhlig, Bella Grazia, request for extension of time for New Years Eve Great Gatsby Ball, December 31, 2013, for possible action**

Last month this board granted Mrs. Uhlig's request for the use of the East Hall for this event as it will benefit The Hope Tree. While before the board, Mrs. Uhlig also requested an extension of time for this event but since it was

not included on the agenda as an action item it was included on this month's WCVA agenda. *Don Stoker made a motion approving the extension of time for the Great Gatsby New Years Eve Ball, December 31, 2013. The music must stop by 2:30 am and the building vacated by 3:00 am on January 1, 2014. Motion carried, 4-0.*

### **8.3 Carmen Kofoed, Winnemucca Publishing, request for funding, Tri-County Home Show, May 17 & 18, 2014, for possible action**

Winnemucca Publishing is producing this home show next spring and hopes to make it an annual event. They are renting drapes and posts for the booths, which will be rented out by local and regional businesses so they can promote their goods and services. Admission will be free to this event. The request is for payment of the facility fees at the fairgrounds – Exhibit Hall (2 days @ \$400/day) and Kitchen (2 days @ \$50/day). After some discussion about this request going to the county for payment of the fees, *Don Stoker made a motion approving an underwriting in the amount of \$900 for payment of the facility fees at the Winnemucca Events Complex (Exhibit Hall \$800, Kitchen \$100) for the Tri-County Home Show, May 17 & 18, 2014. If this event makes a profit, this amount is to be refunded to the WCVA. Motion carried, 4-0.*

### **8.4 WCVA 2014 Cooperative Funding requests, for possible action**

Each board member was given a spreadsheet containing the requests received so far for events scheduled for 2014. Kim has also made his recommendations on this spreadsheet as to what he thinks is an appropriate amount to be awarded for next year. It is apparent that this list does not contain all the requests we will receive. Even though the request forms were mailed out in October and were due back to the office by October 28, we know that additional requests will come in for several months asking for board consideration. Here are Kim's thoughts on a few of the requests:

- 777 Barrel/Hairy Horse Race: In addition to the request submitted here, Kim is expecting that this group will make an additional funding request to be used for added prize money.
- Wmca Summer Cutting: There was no amount requested on the funding request form so Kim will contact them and ask that a representative come to a future meeting to talk about an amount to be funded.
- American West Wmca Classic & Finals: Kim is very concerned about these two events as their numbers continue to decline significantly and they are requesting large amounts of funding, which is hard to justify.
- Winchester Futurity: This is a new event for 2014. The request is for the rental fee at the covered arena.
- As in the past, if an event producer is not happy with the funding amount approved, they are welcome to come before this board to

discuss their event and the amount they feel would be more appropriate.

***Rodd William Stowell made a motion to accept and approve Director Petersen's recommendations for the WCVA 2014 Cooperative Funding as presented here tonight. Motion carried, 4-0.***

**8.5 Accommodations tax 9-month refund requests, for possible action, Schick (\$497.67), Cassinos (\$597.79), Dafoe (\$405.81), Brown (\$458.77), Cercone (\$855)**

***Terry Boyle made a motion to approve the accommodation tax 9-month refund requests for Sam Schick (\$497.67), Bill Cassinos (\$597.79), Aaron Dafoe (\$405.81), Gary Brown (\$458.77), Seth Cercone (\$855). Motion carried, 4-0.***

## **9. Director's Report.**

### **9.1 Financial reports on WCVA events**

Bank reconciliations for the Tri-County Fair and Ranch Hand Rodeo were included in the board packets for review.

## **10. Secretary and Counsel, Monthly report.**

### **10.1 Review monthly report, for discussion**

Report for November was reviewed by Bill.

### **10.2 Chamber of Commerce report, for discussion**

November 2013 Report was included in Bill's report.

### **10.3 Status of Gaming application for Charitable lottery for 2014 Run-A-Mucca, for discussion**

The application for a charitable lottery held as part of 2014 Run-A-Mucca has been submitted to the state and we should be receiving a response soon.

### **10.4 Resolution confirming designated charitable donations by WCVA for 2013 Run-A-Mucca and approving designation of charitable donations for 2014 Run-A-Mucca, for discussion and possible action**

Bill read in to the record a resolution confirming the 2013 Run-A-Mucca lottery proceeds to Lowry Drug-Free Graduation Celebration and proposing the recipients of lottery proceeds from the 2014 Run-A-Mucca motorcycle raffle. For 2014, the lottery proceeds will go to the Lowry Drug-Free Graduation Celebration as well other youth and community organizations that WCVA contributes to on a regular basis. ***Jim Billingsley made a motion to accept the resolution read in to the record by Bill***

*Macdonald identifying the recipients of the proceeds of the 2013 Run-A-Mucca lottery and proposing recipients of the 2014 Run-a-Mucca lottery proceeds. Motion carried, 4-0.*

**10.5 Winnemucca Motocross Association loan for water truck, for discussion and possible action**

Bill read in to the record a resolution outlining the terms of the agreement that was approved last month for the purchase of a water truck by the Winnemucca Motocross Association. *Rodd William Stowell made a motion to accept the resolution as presented by Bill outlining the terms of the cooperative funding for a water truck to be purchased by Winnemucca Motocross Association. Motion carried, 4-0.*

**10.6 Ethics Law update, for discussion**

Bill will provide an ethics update review at next month's meeting.

**10.7 Review Counsel's rep letter for 2012-13 fiscal year audit, for discussion**

Bill will be in touch with board members and WCVA staff as he prepares his rep letter for our annual audit.

**10.8 End of calendar year actions as required, for discussion and possible action**

No report.

**11. Board Administrator.**

**11.1 November Financial Reports, for discussion**

Room tax amounts were down again for the month of November. Terry feels room tax totals will be down significantly for December as well.

**12. Other Business.**

**12.1 Nevada State Bank Investment of LGIP funds**

Kendall is still working to get our funds transferred to the investment accounts approved by this board.

**12.2 Denio Junction Motel room tax delinquency**

It was noted by board members that room taxes from Denio Junction Motel have not been paid for the past few months even though they believe Denio Junction is still renting motel rooms. Bill will call the owner and try to get this resolved. He noted that since the person who used to prepare the returns no longer works at Denio Junction, the taxes have not been paid.

### **12.3 Appreciation plaques**

WCVA has received plaques thanking them for their support of their events from the Gold Diggers Motorcycle Club and Lazy P Adventure Farm.

### **12.4 Labor Day Rodeo**

At the last Ag District #3 board meeting the future of the rodeo was again discussed. The majority of the board was in agreement that it was probably time to look at alternatives to the rodeo. Dennis Ramasco would like to work to keep the rodeo as part of the Labor Day weekend events. Dennis is going to contact a stock contractor to seek some ideas that might keep the rodeo going. The Winnemucca Motocross Association put on a presentation to the Ag #3 board as an alternative to a rodeo. They would build a track with jumps and racing that would put on quite a show for fair patrons throughout the day on Saturday. A decision should be made on whether or not to keep the rodeo at the January 2014 meeting. Bill received a phone call from Julian Smith, out of Carson City. Mr. Smith served with Bill on the Rodeo Board several years ago. He wanted to express his regret that the future of the Winnemucca Labor Day Rodeo was in doubt.

### **12.5 Mule Races**

At the last Ag #3 meeting the board voted to discontinue the Mule Races. Several weeks ago a letter was sent to race owners asking for suggestions on changes that could be made to make this event profitable, or at least break even. We did not receive any responses. The management at Winners was not happy to hear of this decision and briefly considered taking over the event but once they were presented with the financial information from the past 10-15 years, they decided against it.

### **12.6 Event Center scoreboard**

The new scoreboard at the Event Center has been installed and is running. We are still learning how to use it but it is a big improvement on the old one. At a future meeting Kim would like this board to go to the Event Center so that they can have a demonstration. The Chamber's new reader board was installed at the same time as the Event Center's. It looks nice on the corner. Debbie is still learning how to program her sign, too, with fonts that are the easiest to read.

**13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, January 15, 2014, 4:00 pm.**

**14. Adjourn. *Don Stoker made a motion to adjourn this meeting. Motion carried, 4-0.*** The meeting was adjourned at 5:10 pm to the next regular meeting, or to the earlier call of the Chairman or to the call of any three (3) members of the Board on three (3) working days notice.

Respectfully submitted,

Shelly Noble

APPROVED ON \_\_\_\_\_, 2014

As written \_\_\_\_\_

As corrected \_\_\_\_\_

Winnemucca Convention & Visitors Authority Board

\_\_\_\_\_  
TERRY BOYLE  
Chairman and  
Hotel Representative

\_\_\_\_\_  
RODD WILLIAM STOWELL  
Vice Chairman and Business Representative

\_\_\_\_\_  
DON STOKER  
Treasurer and Motel Representative

\_\_\_\_\_  
JIM BILLINGSLEY  
City Representative

ABSENT  
\_\_\_\_\_  
DAN CASSINELLI  
County Representative



Attest:

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BILL MACDONALD  
Board Secretary and Counsel

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KENDALL SWENSEN  
Board Administrator