

STATE OF NEVADA)
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 COUNTY OF HUMBOLDT)

June 17, 2009

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MINUTES JUNE 17, 2009

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, East Hall, Winnemucca, Nevada at 4:00 pm on Wednesday, June 17, 2009 with Chairman Terry Boyle presiding.

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

Terry Boyle	Chairman and Hotel Representative
Patty Herzog	Vice Chairman and City Representative
Don Stoker	Treasurer and Motel Representative
Dan Cassinelli	County Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:

Rodd William Stowell	Business Representative
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Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Others Present:

Stuart Schofield	Shooting the West
Wayne Beene	Shooting the West
Tera Robison	Shooting the West
Judy Thompson	Shooting the West
Carole Doughty	Shooting the West
Theresa Willis	Shooting the West
Sheri Allen	Shooting the West
Katharine Jensen	Shooting the West
Lynn Clemons	Shooting the West

3. Pledge of Allegiance.

4. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, June 12, 2009 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. Minutes.

Prior meeting minutes of May 21, 2009 were reviewed. ***Don Stoker made a motion to accept the minutes of the May 21, 2009 meeting. Motion carried unanimously, 4-0.***

6. **Business Impact Determination.** After review of the June 17, 2009 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 unanimously, 4-0.***

7. **Claims.** The following claims were submitted for payment and approved on June 17, 2009:

CHECK NUMBERS	AMOUNT
14755-14823 Nevada State Bank	\$324,796.93

Dan Cassinelli made a motion to approve all claims as submitted. The motion carried unanimously, 4-0.

8. General Business.

8.1 USA Wrestling Regional Tournament, grant request

Jim Billingsley is going to make a presentation on our behalf to the USA Wrestling Board on June 25th in Pocatello, Idaho. We would like to host this event for 2010 and 2011. If awarded to Winnemucca, it is expected that each year 1,200 wrestlers and their families would attend the event. Besides filling our hotel/motel rooms, Battle Mountain and Lovelock also benefit as some visitors stay in those communities. GeorgeAnne Ritter, the Nevada Chairman of USA Wrestling, is requesting a grant to cover the cost of the facility rent, installation and removal of the plastic floor and RV spaces for USA staff. In addition, they would like to have three motel rooms available for the duration of the event for USA delegates. Hopefully, we can get these donated. The total grant request is approximately \$11,000 per year. If the Board agrees to this amount, Jim can include it in his presentation. After some discussion, the Board members all agreed that this was a good investment. On behalf of WCVA, Kim offered to cover Jim Billingsley's motel room and mileage in exchange for making this presentation. ***Don Stoker made a motion to approve a grant in the amount of \$11,000 per year in order to secure the USA Wrestling Regional Tournaments for 2010 and 2011. Also, WCVA will reimburse Jim Billingsley for his motel room and mileage in exchange for making the presentation in Pocatello, Idaho next week. The motion carried unanimously, 4-0.***

8.2 Accommodations tax refund request, Avechuco (\$297.50)

Henry Avechuco has submitted receipts and the proper paperwork to receive this room tax rebate. *Terry Boyle made a motion to approve the accommodations tax refund for Henry Avechuco (\$297.50). Motion carried unanimously, 4-0.*

8.3 Stott Outdoor Advertising, renewal of contract, W. Winnemucca

This billboard rental expires in July. They have sent a new contract for three years. Before returning it, Kim would like input on whether or not to re-new. This is the board that is west of town, advertising the museum. We had planned on putting new copy on this board when the car museum opened. But, since the chances of this happening are very slim, we do not have any definite plans for it. Board members asked Kim to speak with the museum personnel to see if they would like to take over this billboard rental or would split the monthly rental 50/50 with us. At this time, it is \$555 per month but there are rate increases scheduled in the contract. We will put this on the agenda for next month.

8.4 East Hall repairs and upgrades

Alan DuVall and his crew are still working on the boilers and re-plumbing. These improvements will be billed next year. The next project will be the air conditioning system.

9. Director's Report.

9.1 Financial reports on WCVA events

Financial reports from WCVA accounts were included in the board packets for review.

9.2 Shooting the West re-structure

Stuart Schofield, Chairman of the Shooting the West Committee, gave a presentation which included a brief history of this event and the future direction this committee would like to follow. A hard copy of his presentation was given to the board. It included their proposed budget for the 2010 event. Kim also prepared a brief summary of proposed duties of each entity (STW Committee and WCVA), should this committee separate itself and stand on its own. This event has become well-known throughout the photography community for the quality of the seminars and its reasonable registration rates. At the present time, the committee feels that it has grown as much as it can, given the facilities that are available. They would like to offer more programs throughout the year and at other locations, as well as work with other organizations as new ideas are explored. The committee has begun the process of being designated a tax-exempt organization. They are working towards a non-profit federal designation and acquiring an EIN number. They are requesting a \$5,000 grant, \$7,000 underwriting and \$6,105 of "in-kind"

donations from WCVA. This would include such items as facility rental fees, coffee, copies, linen, internet access, etc. A discussion was held on the out-of-pocket items that the Convention Center pays for. We require other events to pay these costs and don't want to start waiving them for some events, and not others. ***Don Stoker made a motion to approve a \$6,000 grant, \$7,000 underwriting plus a facility grant to cover the East and West Halls of the Winnemucca Convention Center for Shooting the West in March 2010. These monies are contingent upon the STW Committee providing to the WCVA their letter from the Secretary of State, their EIN letter from the IRS showing their assigned number and their IRS Form 1023. After the 2010 event, the STW Committee will present a report to this board showing income, expenses and a recent bank statement. Motion carried unanimously, 4-0.***

10. Secretary & Counsel, Monthly Report.

10.1 Monthly report including compliances

Bill presented reports from the Chamber of Commerce for the month of May.

10.2 Delinquent accounts – possible lien

Due to time limits set by NRS, WCVA needs to have any liens filed on Economy Inn and McDermitt Motel by July 25th. Both properties have been sent itemized delinquency statements by Bill, which outline all of the options available to WCVA to resolve this matter. After some discussion, the Board agreed that Bill will send a letter demanding payment in full within 10 (ten) days. Kendall will work with Bill in determining, by using historical data, an estimate of the taxes due plus penalties and interest at each location. If they do not comply, Bill will proceed with the liens.

10.3 Water truck title

Bill is still working on this.

10.4 Winnemucca Regional Raceway

No report.

10.5 Room tax ordinances

The City and County both passed the ordinances that were worked out at the May 4, 2009 Special Joint Meeting. The Cooperative Agreement between the City, County and WCVA is now ready for signatures. ***Dan Cassinelli made a motion approving the resolution authorizing WCVA to participate in the Cooperative Agreement between the City of Winnemucca, Humboldt County and the Winnemucca Convention & Visitors Authority. This agreement outlines room tax rates beginning July 1, 2009 and the distribution of a portion of those taxes to the***

County to offset operating expenses at the Winnemucca Events Complex. The motion carried unanimously, 4-0.

10.6 Legislation

No report.

10.7 Changes in caps for small town grants

Kendall reviewed the small town grant requests over the past five years. With the exception of major building projects, the recommendations he is proposing would cover the usual requests. Caps will be placed at 20% of their current amount. The proposed changes to the small town grants are:

<u>Community</u>	<u>Current Cap</u>	<u>Proposed Cap</u>
Denio	\$20,000	\$4,000
Golconda	\$10,000	\$2,000
Jackson Mountain	\$10,000	\$2,000
King's River	\$10,000	\$2,000
McDermitt	\$50,000	\$10,000
Orovada	\$20,000	\$4,000
Paradise Valley	\$20,000	\$4,000

These new amounts would take effect on July 1, 2009. *Don Stoker made a motion approving new cap amounts for each small town community grant, as outlined above, beginning July 1, 2009. The motion carried unanimously, 4-0.*

10.8 Scoreboard sponsorships

Two of the scoreboard sponsors at the Indoor Event Center need to be replaced due to changes in local businesses. Kim will talk to someone at Nevada State Bank to see if they are interested in picking up the sponsorship formally held by Great Basin Bank. At this time we do not have another business in mind to take over the sponsorship formally held by Bosch Motors.

10.9 McDermitt Community invoices

No report.

11. Board Administrator.

11.1 May financial reports

Room taxes were down this month.

11.2 Room tax audits

No report.

11.3 WCVA 2009 Budget Transfers & Augmentations

Dan Cassinelli made a motion approving the budget transfers and augmentations for the WCVA FY 2009 Budget, as outlined by Kendall Swensen. Motion carried unanimously, 4-0.

12. Other reports.

12.1 Patty reported that at a recent City Council meeting they discussed asking the WCVA to reimburse the City for overtime paid to local law enforcement during the Run-A-Mucca event. Since this is the first the board has heard of this request, they would like to see an itemized presentation, at a future WCVA meeting, documenting the \$14,000 figure that is being discussed. Also, they would like to discuss what they see as over-saturation of law enforcement at this event, especially the Paradise Valley Bar-Be-Que. Since the event does not make money, funding this request may not be possible.

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, July 15, 2009.

14. Adjourn. The meeting was adjourned at 6:20 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 _____, 2009

As written _____

As corrected _____

Winnemucca Convention & Visitors Authority Board

TERRY BOYLE
Chairman and
Hotel Representative

PATTY HERZOG
Vice Chairman and City Representative

DON STOKER
Treasurer and Motel Representative

ABSENT
RODD WILLIAM STOWELL
Business Representative

DAN CASSINELLI
County Representative

Attest:

BILL MACDONALD
Counsel and Secretary

KENDALL SWENSEN
Board Administrator