

- 11.4 End of year budget augmentation and other actions, for discussion and possible action
12. Other Reports
13. Next Meeting Date
14. Adjournment
-

MINUTES, JUNE 20, 2012

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, June 20, 2012 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
Joyce Sheen	City Representative
Dan Cassinelli	County Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:

None

Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:

None

Others Present:

Steve Lyon	The Humboldt Sun
Tom Fransway	
Javier Rivera	Chihuahua's
Dee Holzel	Silver Pinyon Journal
Lily Avalos	Spirit of Mexico
Nani Ramirez	Spirit of Mexico
Joel Murphy	No. Nevada Racing Association
Patty Ellifritz	No. Nevada Racing Association
Mike Scott	No. Nevada Racing Association
Melissa Murphy	No. Nevada Racing Association

4. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday June 15, 2012 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 June 20, 2012 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, 3-0. Dan Cassinelli and Rodd Stowell were not present for this vote.*

6. Minutes.

Prior meeting minutes of May 16, 2012.

Joyce Sheen made a motion to accept the minutes of the May 16, 2012 meeting. Motion carried, 4-0. Don Stoker abstained because he did not attend this meeting.

Prior meeting minutes of May 17, 2012.

Joyce Sheen made a motion to accept the minutes of the May 17, 2012 meeting. Motion carried, 4-0. Dan Cassinelli abstained because he did not attend this meeting.

Prior meeting minutes of May 21, 2012.

Don Stoker made a motion to accept the minutes of the May 21, 2012 meeting. Motion carried, 5-0.

7. Claims. The following claims were submitted for payment and approved on June 20, 2012:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	17350-17441	\$241,132.98

Don Stoker made a motion to approve all claims as submitted. The motion carried unanimously, 5-0.

8. General Business.

8.1 Joel Murphy, Mike Scott, Northern Nevada Racing Association, request for funding for drag strip, for possible action

Improvements to the drag strip have been on-going with help from various volunteers and organizations like the WCVA. The NNRA is at a point where they would like to make additional improvements which would include paving the lanes, return road and pit road. Also, they would like the paving to include expanding the pits and widening the pit roads. Their ultimate goal is to have the entire pit paved. NNRA continues to have fundraising events

and promote sponsorships and have seen increased attendance for their races. They estimate that approximately 28% of their participants and spectators are from out of town and are working to increase this percentage. The estimate for the next phase of improvements is approximately \$14,000. Joel and Mike were asked if they had approached the city or county about possible funding. They stated that they are planning to do this. ***Terry Boyle made a motion approving \$4,700, 1/3 of the estimated expense for the NNRA paving project at the drag strip, contingent upon approval by the City of Winnemucca and Humboldt County to fund the other 2/3. Motion carried unanimously, 5-0.***

8.2 Darlene Albisu, McDermitt Community Board, funds withdrawal request, for possible action

Mrs. Albisu was not able to be here tonight but provided a copy of the minutes from the May 21, 2012 McDermitt Community, Inc. meeting where they approved the allocation of \$4,000 of their Small Community Grant funding to the McDermitt Ranch Hand Rodeo. These funds will be used to replace a stripping chute, make repairs to the roof of the announcer's stand and fund a street dance. ***Don Stoker made a motion approving the McDermitt Community Board's request for a withdrawal of \$4,000 from their Small Community Grant funding. These funds will be used to offset expenses incurred by the McDermitt Ranch Hand Rodeo. Motion carried unanimously, 5-0.***

8.3 Lily Avalos, Spirit of Mexico Dinner and a Show, request for EH facility grant, September 15, 2012, for possible action

This organization is a cultural youth enrichment group which performs traditional Mexican folk dances in the community. This event would be a fundraiser which would help pay for their costumes, insurance and academic scholarships. Participation is free to the young people involved. ***Dan Cassinelli made a motion approving an East Hall facility grant for the Comstock Room (\$250) and kitchen (\$150) for the Spirit of Mexico Dinner and a Show on September 15, 2012. The Spirit of Mexico organization is responsible for any other Convention Center charges. Motion carried unanimously, 5-0.***

8.4 Dora Rivera, Request for extension of time for Quinceanera, July 14, 2012, for possible action

Javier Rivera is here today to make this request. According to our standard license agreement, people renting the facility must have the music stopped by 12:30 am and the building vacated by 1:00 am. Mr. Rivera would like to extend this to 1:30 am. Board members expressed some concern regarding the behavior of those attending these events as the evening progresses and alcohol is consumed. Mr. Rivera said he would have security personnel present to help with any problems that may arise. ***Don Stoker made a***

motion approving the time extension for the Quinceanera on July 14, 2012. The music must stop by 1:30 am and the building vacated by 2:00 am. Motion carried unanimously, 5-0.

8.5 Accommodations tax 9-month refund requests, for possible action, Crawford (\$937.20), Thieme (\$649.56), Chabot (\$405), Kompier (\$450)

Terry Boyle made a motion to approve the accommodation tax 9-month refund requests for Kevin Crawford (\$937.20), Bryan Thieme (\$649.56), Michael Chabot (\$405), Nathan Kompier (\$450). Motion carried unanimously, 5-0

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. The latest financial report on the Ranch Hand Rodeo shows a slight loss for this year's event, -\$233.62. This event is fully self-funded and continues to be one of our best annual events.

9.2 Winnemucca Hotel update, for possible action

Today Kim met with the architect and engineer who specialize in restoring historic buildings. They toured the Winnemucca Hotel, along with the city and county building inspectors. We won't have an official report for a few weeks, but the engineer did not see any "red flags" that would immediately be a safety concern. The walls and foundation can be reinforced and protection from earthquakes will need to be discussed. These experts agreed that this would be a project that would take many years to complete and should be done in phases. Cost estimates would need to be prepared. As with the architect and engineer, there are professionals who work primarily with historic buildings and can prepare these estimates. Mr. Stoker does not feel that WCVA should be solely responsible for any additional costs incurred in this investigation. He feels that the cost should be shared with the city and county. Kim hopes to have more information from today's meeting for this board at the July meeting.

10. Secretary and Counsel, Monthly report.

10.1 Chamber of Commerce report

No report.

10.2 Update on East Hall carpet project, discussion & possible action

Bill is still working to get the bid specs prepared.

10.3 Report on East Hall Electronic Marquee and Awning Project, for discussion and possible action

No report.

10.4 Report on authority to designate check signers, for discussion
 Bill was unable to find anything in the Nevada Revised Statutes which addresses WCVA's authority (or lack of) to designate people as check signers on event accounts. *Joyce Sheen made a motion to designate signers on WCVA event checking accounts as follows:*

WCVA Bank Accounts

Tax ID #90-0330913

16-May-12

Account Name, Number, Bank	Authorized Signers	Proposed Signers
WCVA General Fund Account, 2025933, Nev State Bank	Terry Boyle, Chairman Rodd Stowell, Vice Chairman Don Stoker, Treasurer Joyce Sheen Dan Cassinelli	Terry Boyle, Chairman Rodd Stowell, Vice Chairman Don Stoker, Treasurer Joyce Sheen Dan Cassinelli
WCVA Petty Cash Account, 2026523, Nev State Bank	Kim Petersen Michelle Noble Sheree Tibbals	Kim Petersen Michelle Noble Sheree Tibbals Don Stoker, WCVA Treasurer
Ranch Hand Rodeo, 690008081, Bank of America	Kim Petersen Michelle Noble Sheree Tibbals	Kim Petersen Michelle Noble Sheree Tibbals Don Stoker, WCVA Treasurer
Winnemucca Junior Rodeo, 153700282129, USBank	Kim Petersen Sheree Tibbals Ken Tipton	Kim Petersen Sheree Tibbals Don Stoker, WCVA Treasurer
Mule Show & Races, 153700281964, USBank	Kim Petersen Sheree Tibbals Michelle Noble	Kim Petersen Sheree Tibbals Michelle Noble Don Stoker, WCVA Treasurer

Tri-County Fair & Stampede, 153700282178, USBank	Kim Petersen Darrel Field Sheree Tibbals	Kim Petersen Darrel Field Sheree Tibbals Don Stoker, WCVA Treasurer
Winnemucca LDR Rodeo Committee, 960019297, Bank of America	Kim Petersen Sheree Tibbals Garley Amos	Kim Petersen Sheree Tibbals Don Stoker, WCVA Treasurer

Motion carried unanimously, 5-0.

10.5 End of fiscal year actions for discussion and possible action

Kendall reported that there none known and that he has spoken with Tom Gransbery at Nevada Department of Taxation and all is in order.

11. Board Administrator.

11.1 May Financial Reports

No report.

11.2 Options to diversify cash investments, for possible action

No report.

11.3 Status of room tax audits, for possible action

Kendall has sent letters to those properties that will be audited. He will be performing the audits soon.

11.4 End of year budget augmentation and other actions, for discussion and possible action

Joyce Sheen made a motion to approve the budget transfers and augmentations as presented today in the resolution prepared by Board Administrator Kendall Swensen. Motion carried unanimously, 5-0.

12. Other Business.

12.1 TCF Concert update

Ticket sales have slowed but continue to trickle in even though the advertising has pretty much stopped. Kim will be doing more advertising as the date gets closer.

12.2 Winnemucca Regional Raceway

Mike Scott reported that cars and spectators are up considerably this season.

The Iron Man event went very well. They had approximately 47 cars participate. The DCONN event did not happen so WCVA should be seeing some of their funding returned. There will be a Monster Truck event on August 9 & 10.

13. Regular Business. Next Meeting. The Board confirmed the next special meeting date of Thursday, July 18, 2012, 4:00 pm.

14. Adjourn. *Joyce Sheen made a motion to adjourn this meeting. Motion carried unanimously, 5-0.* The meeting was adjourned at 5:20 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 _____, 2012

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

JOYCE SHEEN
City Representative

DAN CASSINELLI
County Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator