

STATE OF NEVADA)
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 COUNTY OF HUMBOLDT)

November 18, 2009

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MINUTES NOVEMBER 18, 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, West Hall, Winnemucca, Nevada at 4:00 pm on Wednesday, November 18, 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
Rodd William Stowell	Business 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

Others Present:

Nicole Maher	Humboldt General Hospital
Patricia Setzer	Winnemucca Host Lions Club
Donna Kiker	Winnemucca Community Garden
Katherine Griffin	Winnemucca Community Garden
Jennifer Montero	Winnemucca Barrel Racing Association
Shannon Giordano	Winnemucca Barrel Racing Association
Bethany Thompson	Winnemucca FFA Alumni Association
Laurel Capurro Wachtel	Nevada Quarter Horse Association
Jamie Vega	Nevada Quarter Horse Association
Millie Custer	Winnemucca FFA Alumni Association
Cris McClintick	Winnemucca FFA Alumni Association
Jordan McClintick	Winnemucca FFA Alumni Association
Sunny Johnson	American Red Cross

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, November 13, 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 October 9, 2009 were reviewed. ***Don Stoker made a motion to accept the minutes of the October 9, 2009 meeting. Motion carried, 4-0.***

Prior meeting minutes of October 21, 2009 were reviewed. ***Patty Herzog made a motion to accept the minutes of the October 21, 2009 meeting. Motion carried, 3-0. Terry Boyle abstained since he was not able to attend this meeting.***

6. Business Impact Determination. After review of the November 18, 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 November 18, 2009:

CHECK NUMBERS	AMOUNT
15111-15169 Nevada State Bank	\$96,778.61

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

8. General Business.

8.1 FFA Alumni Scholarship Dinner, request for WH facility grant, February 27, 2010

Mrs. Thompson is here tonight to request a facility grant for this event, which is in its 3rd year. All graduating FFA members that apply receive a scholarship. The amounts range from \$500 to \$2,000. Support from both the community and those from out of the area continues to be strong and they would like to be able to apply as much of the proceeds to their scholarship program as possible. *Rodd William Stowell made a motion approving a facility grant for the West Hall and kitchen for the FFA Alumni Scholarship Dinner to be held on February 27, 2010. The FFA Alumni Association is responsible for the expense of the linen, bars, stages and/or platforms and skirted banquet tables. Motion carried unanimously, 4-0.*

8.2 Chris Freed, USTRC update and funding for 2010

Mr. Freed was not at this afternoon's meeting so no report was made.

8.3 Jeff Thompson, Winnemucca Motocross, Metal Mulisha event report

Jeff reported that this event was very successful. The weather was beautiful, which really helped bring the crowds out. He spoke with people from several western states that made the trip to Winnemucca to see the stunt jumpers. The motocross organization's receipts at the gate were more than double their usual each day of the race, plus they had additional motocross participants as well. The Metal Mulisha jumpers were pleased with the jump area and even performed some new jumps that they hadn't been planning to attempt. Jeff presented the WCVA Board with a check for \$5,200 as repayment of the underwriting amount they provided last month. Board members asked if there was a possibility of them returning to do another show. Jeff thinks this is definitely a possibility. Vice Chairman Herzog expressed her thanks to Jeff for his hard work in making the contacts and negotiating the price down from the original amount that was quoted.

8.4 Patricia Setzer, Sunny Johnson, Nicole Maher, Winnemucca Host Lions Club/Red Cross, request for EH facility grant, March 20, 2010 for joint Health Fair & Red Cross event

After many years of organizing separate events, the Lions Health Fair and the American Red Cross Safety Fair are planning to combine their events next year. Humboldt General Hospital is also a major partner as they provide medical screenings at greatly reduced cost to members of the

community. Initially they had planned to use the entire East Hall of the Convention Center, but now plans are being discussed to hold the event on the Main Floor only. ***Patty Herzog made a motion to approve a facility grant up to \$1,000 for the use of the East Hall for the combined Health & Safety Fair to be held March 20, 2010. The organizations coordinating this event will be responsible for payment of expenses incurred for linen, skirted banquet tables and any other usual Convention Center charges. Motion carried unanimously, 4-0.***

Board member Dan Cassinelli arrived.

8.5 Donna Kiker, Winnemucca Community Grant, request for EH facility grant, February 27, 2010

The Winnemucca Community Garden is having their main fundraising meeting on February 27, 2010 and would like a facility grant for this event. Funding sources have been greatly reduced over the past year. Organizers have tentative commitments of linen and food donation for this event. They will not need a bar or stages. ***Don Stoker made a motion approving a facility grant for the East Hall Main Floor and kitchen for the Winnemucca Community Garden Fundraising Meeting to be held February 27, 2010. The Winnemucca Community Garden will be responsible for the cost of the skirted banquet tables. Motion carried unanimously, 5-0.***

8.6 Laurel Capurro, Nevada Quarter Horse Association, request for funding

Laural Capurro Wachtel is here tonight representing the Nevada Quarter Horse Association. They would like to bring their May Horse Show back to Winnemucca after a 2-year break. This would be a 4-day event May 20-23, 2010. They will offer over 100 classes at this show. Kim feels this is a good event for the community and is in support of WCVA paying the facility fees for the Indoor Event Center, \$3,200. ***Terry Boyle made a motion approving payment of \$3,200 for the Indoor Event Center May 20-23, 2010 for the Nevada Quarter Horse Association May Horse Show. Motion carried unanimously, 5-0.***

8.7 Linda Taylor, Winnemucca Barrel Racing Association, request for payment of WEC facility fees, May 7-9, 2010

Linda was unable to be here tonight so representing WBRA are Jennifer Montero and Shannon Giordano. Mrs. Giordano expressed her appreciation for all the support the WCVA has shown this organization over the years. At the meeting in August when WCVA approved its 2010 Cooperative Funding, WBRA Spring Barrel Race was awarded a \$3,000 grant and \$3,000 underwriting. Due to changes in the economy the past couple of years, this event has been running on a very narrow profit margin so payment of the

arena fees would be a great help to keep them profitable. WCVA was presented with a profit and loss statement for the 2009 Spring Barrel Race. As a condition of funding, WBRA is required to provide WCVA with a current bank statement. ***Don Stoker made a motion approving payment of arena fees for the Winnemucca Barrel Racing Association Spring Barrel Race, May 7-9, 2010 in the amount of \$900. Motion carried unanimously, 5-0.***

8.8 Nevada Underground Mine Rescue Competition and Banquet, request for WH facility grant and payment of Event Center facility fees, April 8-10, 2010

Kim has been successful in bringing this competition to Winnemucca next year. For the past several years it has been held at the UNR Fire Academy near Carlin. There will be 10-12 teams competing, each with 10 people, plus families, judges and other mine personnel who will attend. Most will stay 3 nights. The committee in charge of organizing the event was pleased with the facility and the improved viewing of the course by spectators. Each team pays approximately \$650 to participate. Kim has committed WCVA staff to collect these fees and make payments to other entities that have negotiated their services for this event, like catering, judge payments, etc. If there are funds remaining they will be used to cover the rental of the WH and the Event Center. Kim would like approval from this board to cover any shortage that may arise due to unforeseen expenses. He would like to have approval for the use of the Convention Center West Hall for the banquet (\$600) plus payment of the Event Center for 3 days (\$2,400) of the competition. ***Dan Cassinelli made a motion approving payment by the WCVA to cover the difference between income and expenses, up to \$3,000, for payment of facility fees at the Convention Center and the Indoor Event Center for the Nevada Underground Mine Rescue Competition to be held April 8-10, 2010. Motion carried unanimously, 5-0.***

8.9 Accommodation 9-month refund request, Schnell (\$391.50)

RaLeann Schnell (\$391.50) has submitted receipts and the proper paperwork to receive this room tax rebate.

8.10 Accommodation 9-month refund request, Esche (\$431.50)

Troy Esche (\$431.50) has submitted receipts and the proper paperwork to receive this room tax rebate.

8.11 Accommodation 9-month refund request, Ryneanson, (\$437.24)

Jon Ryneanson (\$437.24) has submitted receipts and the proper paperwork to receive this room tax rebate.

8.12 Accommodation 9-month refund request, Harber (\$301.50)

Michael Harber (\$301.50) has submitted receipts and the proper paperwork to receive this room tax rebate.

Don Stoker made a motion to approve the 9-month accommodation tax refunds for Raleann Schnell, Troy Esche, Jon Rynearson and Michael Harber as presented. Motion carried unanimously, 3-0.

8.13 East Hall repairs & upgrades and possible grants status

After speaking with Steve West, Kim feels we have a good chance of receiving some of the federal grant funds. The problem is we do not know WHEN we will receive notification or the funds themselves. At last month's meeting, Kim was authorized by this board to proceed with the heating system in the East Hall since winter will be here shortly and we want to have a reliable system. Alan is working to get this done as soon as possible.

9. Director's Report.

9.1 Financial reports on WCVA events

Financial reports from the Tri-County Fair and Ranch Hand Rodeo were included in the board packets for review.

9.2 Request for funding to finance WEC RV parking expansion study

Kim has received a quote from Allen Gray & Associates, a company who will provide us with a conceptual drawing of what additional parking could look like at the Events Complex. Due to the size of the vehicles and their trailers that come to our events, we would be looking at 70' pull-through sites. The cost for this would be \$1,800. *Don Stoker moved to approve funding a WEC parking expansion study in the amount of \$1,800. Motion carried unanimously, 5-0. This vote was incorrectly stated as 3-0 in the original draft that was reviewed by the board. The accurate vote was corrected at the following meeting, December 16, 2009.*

9.3 Purchase of two new steam tables

The steam tables at the Convention Center were the ones purchased when the building was constructed in 1979 and need to be replaced. The replacements that Kim is looking at are approximately \$6,000 each. If approved, Kim will get at least 2 bids for them before proceeding. *Don Stoker made a motion authorizing Kim to proceed with the purchase of two new electric steam tables, not to exceed \$6,000 each. Motion carried unanimously, 5-0.*

9.4 Senior Pro Rodeo update, plans for 2010

Kim has been trying to get accurate attendance numbers and gate receipts for the SPR Finals for the past 4 years but has not been successful. After his

last request following the event in October, John South sent him an email. A copy was given to each board member tonight. According to Mr. South, the event is getting bigger and better. But the local feeling is that just the opposite is happening. Terry feels that he gives more rooms away than he rents for this event. We have one more year in our contract with them. At that time, there are definitely some items that we will need to re-negotiate. In the meantime, Kim asked board members if they would like him to write to the NSPRA Board and express the local concern regarding the decline of the event and make an offer to help in any way we can. Even though this event is not what it used to be, there is no other event coming to town that weekend and we would like it to be successful. Board members were comfortable with Kim writing this letter to express the community's concerns.

9.5 New Xerox lease

Kim would like approval to enter into a lease for a new copy machine that would have the capabilities to do the printing jobs for posters, etc. that we produce for our events. We still have a few more months on our current lease. He will come back to the board with a proposal when the lease is closer to completion.

10. Secretary & Counsel, Monthly Report.

10.1 Monthly report including compliances

Bill presented his report for October.

10.2 Chamber of Commerce report

This information is included in Bill's packet.

10.3 Radiation Technology conference report

This item is included in Bill's packet.

10.4 2008-2009 Audit liability rep letter

A copy of this letter is attached to Bill's packet.

10.5 2008-2009 Audit due to be filed by end of November

Our 2008-2009 audit is almost complete and will be filed by this date. Steele & Associates, our new auditors, will make their report at our December meeting.

10.6 Multi-year event policy

Due to the current economic climate, Bill was concerned about our level of support for events which we have multi-year contracts with and wondered if the board would like to consider attendance numbers and other factors when entering into future agreements.

11. Board Administrator.

11.1 October financial reports

Room taxes for September remained flat compared to the previous year. This is definitely better than a lot of other counties in Nevada.

11.2 Compliance audit reports

No report. Kendall is still working to get an outside accounting firm to do the compliance audits on the properties that feel he has a professional conflict of interest and should not perform them. Basically, if we bring in another accountant, the cost will be approximately \$1,200 per audit. Kendall charges \$250. Kendall is proposing that if the properties wish to have an outside auditor perform their compliance audit, they pay the difference. He has checked with regulatory agencies that govern accountants and this would be acceptable. The board wishes to review its current compliance audit policy at the December meeting and will then decide on whether or not to authorize Kendall to proceed with the outside auditors and charge the properties the difference in fees. This would only apply to those properties that do not want Kendall to perform their audits. At this time, there are three.

12. Other reports.

12.1 East Hall

Don asked about a time table for carpet replacement in the East Hall. Kim said he was planning to proceed with new carpet after all the heating and a/c work was done to insure that no damage is done to the carpet once it is installed. Also, Kim has had a contractor make some repairs to the stucco on the outside of the West Hall. This same individual looked at the outside entrance oak pillars on the East Hall that Don was concerned about last month and said he could stucco those too. He also suggested a finish he uses that would hold up better in the weather than what has been applied in the past. When the weather improves next spring, Kim will check into this further.

12.2 Buckaroo Hall of Fame

Patty was contacted by Les Sweeney with some concerns regarding the security of items in the Buckaroo Hall of Fame. This board has discussed this in the past but the cost of cameras at each display case would be cost prohibitive. Plus, just having cameras is no guarantee that any of these rare items which might get stolen would ever be recovered.

12.3 Run-A-Mucca law enforcement

After last spring's Run-A-Mucca event there was talk among some of the law enforcement agencies that the event would be charged for overtime of officers

working that weekend. Figures ranging from \$10,000 to \$14,000 were discussed. An amount that high would pretty much prevent us from sponsoring this event. Kim would like to have a discussion now with the Chief of Police and the WCVA, before too much planning has taken place, to see if the WPD is still planning to proceed with this. Board members felt that there were too many officers at last spring's event and the expense was unnecessary.

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, December 16, 2009.

14. Adjourn. The meeting was adjourned at 6:45 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

RODD WILLIAM STOWELL
Business Representative

DAN CASSINELLI
County Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator