

- 11. Board Administrator
 - 11.1 October Financial reports
 - 12. Other Reports
 - 13. Next Meeting Date
 - 14. Adjournment
-

MINUTES, NOVEMBER 19, 2014

- 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 19, 2014 with Chairman Terry Boyle presiding.

2. Pledge of Allegiance.

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

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

Convention and Visitors Authority Board Officials Absent:

Herb Ross	Business Representative
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Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:

None

Others Present:

Brenda Heintz	Shooting the West
Jane Ripley	Judge Wagner's Retirement Celebration
Sandie Gleixner	Judge Wagner's Retirement Celebration
Annie Drake	2015 Lowry Grad Night Party
Kathy Brumm	2015 Lowry Grad Night Party
Katie Schwartz	2015 Lowry Grad Night Party
Joyce Sheen	Humboldt Sun

4. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, November 14, 2014 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 November 19, 2014 agenda, and report by Counsel that he saw nothing in the Agenda requiring a business economic impact study or statement, *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, October 21, 2014.

Jim Billingsley made a motion to accept the minutes of the October 21, 2014 meeting. Motion carried, 3-0. Dan Cassinelli abstained because he did not attend this meeting.

7. **Claims.** The following claims were reported to the Board Members by a copy of the proposed Check Register MC-000308 and CD-000242 as a portion of the pre-meeting board packets provided to the Members as supplemented by supplemental Check Register CD-000243 at time of meeting.

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	19638-19694	\$150,109.76

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

8. **General Business.**

8.1 Brenda Heintz, Shooting the West, March 3-8, 2015, request for funding, for possible action

Brenda presented board members with the 2015 Shooting the West brochure which outlines events each day of the symposium. She noted that registration opened this week and already two of the workshops are sold out. Brenda expects total registration fees of approximately \$20,000. Brenda also included financial information, as required in the funding request. This year she is requesting a \$5,000 grant and \$5,000 underwriting along with the use of the East and West Halls of the Convention Center (the facility request was not included in her Cooperative Funding Application). This request is less than last year's. Board members complimented Ms. Heintz since she has made great strides to make this event self-sufficient. It is her goal that Shooting the West will no longer make any funding requests to this board by 2018. *Dan Cassinelli made a motion to approve a \$5,000 grant and \$5,000 underwriting along with a facility grant in the amount of \$7,000 for Shooting the West, March 3-8, 2015. Shooting the West is*

responsible for any other customary Convention Center charges. Motion carried, 4-0.

8.2 Jane Ripley, request for West Hall facility grant, Judge Wagner's Retirement Celebration, January 3, 2015, for possible action

Jane and Sandie Gleixner are organizing a retirement party for Judge Richard Wagner, who will be retiring at the end of the year. It is their hope that this board will approve a facility grant as an acknowledgement of Judge Wagner's many years of service to the Sixth Judicial District Court. The board agreed that Judge Wagner has served our district court admirably over the years, but they were hesitant to take any action on this request since this is, basically, a private party and they have denied private party requests in the past. After additional discussion, ***Don Stoker made a motion to approve a WH facility grant for one-half of the rental fee (\$300). The organizers of this celebration are responsible for the remainder of the rental fee and any other customary Convention Center charges.***

Motion carried, 4-0.

8.3 Kathy Brumm, LHS 2015 Drug-Free Grad Night Celebration, request for donation, for possible action

This is a request that is made each year by the parents who organize the event for Lowry's graduating seniors and their guests. Board members were very supportive of this event which provides an all-night party with food and prizes. ***Don Stoker made a motion approving a \$3,500 donation to the LHS 2015 Drug-Free Grad Night Celebration, June 4, 2015. Motion carried, 4-0.***

8.4 2015 WCVA Cooperative Funding requests, for possible action

In the meeting packets mailed to board members were copies of the 2015 funding requests that we have received so far, along with Kim's funding recommendations for these events. One request that caught the eyes of the board members was the one from Northern Nevada Racing Association. In years past, this board has provided added money up to \$2,000 for the street drags that are held in conjunction with Fifties Fever. This year they are requesting \$20,000 to help fund various races throughout their 2015 season. Board members felt this was excessive since we really don't see much of a return on these events as most of the participants and spectators are local. Kim noted that, as in past years, there will be other requests made throughout the year and some events whose funding this board approves tonight may return to request additional funds later in the year. Still, we try to get as many in before the end of the year as possible to assist with budget planning, but there are always those that do not respond to our requests right away. ***Terry Boyle made a motion to accept the 2015 funding recommendations made by Director Petersen as outlined on the funding spreadsheet. These are as follows:***

<i>777 Barrel Racing-Hairy Horse Race</i>	<i>\$2,500 underwriting</i>
	<i>\$3,500 grant</i>
	<i>\$2,400 facilities</i>
<i>No Nevada Racing Assoc-2015 season</i>	<i>\$5,000 grant</i>
<i>Humb Co Chamber Visitor Center-operations</i>	<i>\$15,000 grant</i>
<i>High Desert Challenge Wrestling Tournament</i>	<i>\$3,150 grant</i>
<i>Annual Labor Day Rodeo</i>	<i>\$15,000 underwriting</i>
<i>Fifties Fever</i>	<i>\$5,000 underwriting</i>
<i>Tri-County Fair</i>	<i>\$2,000 grant</i>
<i>Cow Country Classic</i>	<i>\$4,500 grant</i>
<i>Winnemucca Summer Cutting</i>	<i>\$5,000 grant</i>
<i>Winnemucca Balloon Festival</i>	<i>\$3,000 underwriting</i>
<i>Winnemucca Motocross Association</i>	<i>\$3,000 grant</i>

Motion carried, 4-0.

8.5 Accommodation tax 9-month refund requests, for possible action
 Rossback (\$405), Albrecht (\$630), Dean (\$438), Price (\$297), Hobbs (\$798.71), Bedrosian (\$390.95), Wolstenholm (\$438.59), Harrington (\$495)

Jim Billingsley made a motion to approve the accommodation tax 9-month refund requests for Jeremy Rossback (\$405), Robert Albrecht (\$630), David Howard Dean (\$438), Kimberley Price (\$297), Fred Hobbs (\$798.71), Charles Bedrosian (\$390.95), Gary Wolstenholm (\$438.59), Leo Harrington (\$495). 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.

9.2 Bid for WEC privacy screening, for possible action

For years, we have hung large blue tarps under the mezzanine in the Event Center to close off the ends of the building. It serves the purpose but does not look very good so Kim has been investigating options to replace the tarps. He has found a screening product and requested a sample and estimate to present to this board but, so far, has not received either. Kim hopes to have more information at next month's meeting.

10. Secretary and Counsel, Monthly report.

10.1 Review monthly report, for discussion

Report for October was reviewed by Bill.

10.2 Chamber of Commerce report, for discussion

October 2014 Report was included in Bill's report.

10.3 Update on delinquencies, final action on Resolution authorizing and ratifying room tax lien re Denio Junction Motel, for discussion & possible action

At last month's meeting, this board passed a motion waiving the confidentiality of the details of the Denio Junction Motel room tax delinquencies. This board also directed Bill to prepare a resolution outlining the actions necessary to proceed with a lien against Denio Junction Motel for unpaid room taxes, penalties and interest. Bill prepared this resolution and read it into the record. *Don Stoker made a motion to authorize and ratify the Resolution Notice of Lien for unpaid license tax and other sums due as presented by Bill Macdonald. Motion carried, 4-0.* Bill will record this document tomorrow and notify the county of this action.

10.4 Annual report on lodging tax revenues to Taxation, for discussion & possible action

No report.

10.5 Report on standardized delinquency procedure, discussion

No report.

10.6 Report on 2014 Run-A-Mucca charitable Lottery & application for 2015 Gaming permit for charitable lottery, discussion & possible action

No report.

10.7 Update on Intersection Beautification, Winnemucca Recreation project, Winnemucca Arts Center & Visitor Center, for discussion

No report.

11. Board Administrator.**11.1 October Financial Reports, for discussion**

Room taxes continue to be down but not as drastic as previous months.

12. Other Business.**12.1 Elko Convention Center**

As an FYI, Kim reported that the Elko Convention Center is adding an additional 30,000' to their facility and are looking to host wrestling tournaments.

12.2 East Hall parking structure repairs

Kim is still waiting for an estimate from Michael Clay for the necessary repairs to this parking structure.

12.3 West Hall restroom repairs

These repairs are underway and should be completed by the first week in December.

12.4 NIAA proposal

After last month's discussion about the possibility of this board providing some kind of sponsorship to keep the state wrestling tournaments here when they are hosted by the north, Jim spoke with their representative, who liked the idea. Jim told them that we need a formal proposal before any action can be taken.

12.5 Convention Center steps

Bill stated that the Convention Center steps used for people who need to get to the stages do not have any hand rails on them. This can make it difficult for those that may have any kind of balance issues. He asked about the possibility of getting hand rails for these steps. Kim will check into it.

12.6 Event Center scoreboard

Kim is working with the organizers of the upcoming wrestling events so that they can have the live internet access they require. We are still learning all the capabilities of this scoreboard and may need to make some adjustments to insure that this technology works the way they need it to. By learning more about this system, we can also offer more services to other events.

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, December 21, 4:00 pm.

14. Adjourn. *Don Stoker made a motion to adjourn this meeting. Motion carried, 4-0.* The meeting was adjourned at 5:45 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 _____, 2014

As written _____

As corrected _____

Winnemucca Convention & Visitors Authority Board

TERRY BOYLE
Chairman and Hotel Representative

DAN CASSINELLI
County Representative

DON STOKER
Treasurer and Motel Representative

JIM BILLINGSLEY
City Representative

ABSENT

HERB ROSS
Vice Chairman & Business Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator