





**5. Minutes.**

Prior meeting minutes of March 16 and March 30, 2011 were reviewed. ***Don Stoker made a motion to accept the minutes of the March 16, 2011 meeting. Motion carried, 4-0.***

Since Dan was unable to attend today's meeting, we do not have a quorum present to approve the minutes from the March 30, 2011 Special Meeting. This item will be included on the May agenda.

**6. Business Impact Determination.** After review of the April 20, 2011 agenda, ***Joyce Sheen 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.***

**7. Claims.** The following claims were submitted for payment and approved on April 20, 2011:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	16289-16367	\$167,593.69

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

**8. General Business.**

**8.1 Rafael Moreno, request for extension of hours to 3 am**

Mr. Moreno did not appear before this board. No action taken.

**8.2 Accommodation tax 9-month refund request, Hunter (\$380.50)**

**8.3 Accommodation tax 9-month refund request, Smirnes (\$462.30)**

**8.4 Accommodation tax 9-month refund request, Crawford (\$378.60)**

**8.5 Accommodation tax 9-month refund request, Bruckler (\$280.80)**

**8.6 Accommodation tax 9-month refund request, Myher (\$397.42)**

**8.7 Accommodation tax 9-month refund request, Corn (\$1,312.50)**

***Terry Boyle made a motion to approve the 9-month accommodation tax refunds for Todd Hunter (\$280.50), Andrew Smirnes (\$462.30), Kevin Crawford (\$378.60), Michael Bruckler (\$280.80), Martha Myher (\$397.42) and Robert Corn (\$1,312.50). Motion carried, 4-0.***

### **8.10 East Hall repairs & upgrades**

Kim distributed a list of Convention Center repairs and the estimated cost that this board has approved at earlier meetings as well as projects he feels need to be considered.

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

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

These are included in the board packets.

### **9.2 Replace EH roof**

The roof on the East Hall is in need of replacement. It is leaking in places and needs to be replaced before it causes damage to all the interior work that is being done. Kim has one bid and needs to get another one due to the estimated amount of the bid. *Joyce Sheen made a motion authorizing Kim to proceed with procuring bids for replacement of the East Hall roof. Motion carried, 4-0.*

### **9.3 Purchase of WH chairs**

As discussed in previous meetings, this board authorized the purchase of chairs in December. After the chairs were ordered we were notified by the chair company that their supplier had changed and the quality was not up to their standards. They are seeking another supplier but refunded our deposit until a supplier was located. The cost will increase once a new supplier is found because previously the chairs were manufactured in China and they will now, most likely, be manufactured in the United States. Kim will continue to work with this chair company as well as attempt to locate another chair company to get more than one bid.

### **9.4 Future of YESCO highway billboards**

All of our YESCO billboard contracts (Nampa, Idaho, McDermitt and Wendover) expire at the end of this month. Kim brought an example of the type of billboard design he would like to see if we re-new any of these locations. This billboard design would show two upcoming events and would be rotated 2-3 times each year, similar to the billboard we have near Lovelock. After some discussion, the board agreed that they would not re-new the billboard near Nampa, Idaho. But board members felt that the ones near McDermitt and Wendover were still valuable in promoting Winnemucca. However, they would like to see text on them that gives information to travelers about the amenities available in Winnemucca. Kim will get a sample put together and bring to the May meeting.

### **9.5 Electronic Convention Center marquees**

YESCO has provided Kim with a drawing and quote for electronic marquees (one at each end of the East Hall and one near the West Hall) as well as replacement of the EH metal façade with a new awning. We will need another bid for this project.

### **9.6 WH office a/c unit replacements**

Kim has received a bid from A-1 Commercial Service for replacement of the a/c units in the West Hall. These will be more efficient and allow for better heating and cooling in the offices throughout the year. Don asked about other options that may be less expensive. Kim will investigate other options.

*Joyce Sheen made a motion authorizing Kim to proceed with gathering bids for the purchase of WH chairs, electronic Convention Center marquees and the WH a/c unit replacements. Motion carried, 4-0.*

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

### **10.1 Monthly report including compliances**

No report.

### **10.2 Prior meeting compliances**

No report.

### **10.3 Status of 4-unit restroom/shower combine bid**

No report.

### **10.4 Status of purchase of parcels at Melarkey & 2<sup>nd</sup> & Winnemucca Blvd, status of appraisals, escrows, title report exceptions, authorize chairman and secretary to sign necessary documents in escrow; discussion of possible improvements to proposed parking lot**

The appraisals on these lots should be ready by next week. At that time, if approval is given by this board, we can proceed with this purchase. *Don Stoker made a motion authorizing Chairman Boyle and Secretary Macdonald to sign escrow documents on behalf of the Winnemucca Convention & Visitors Authority for the Melarkey & 2<sup>nd</sup> & Winnemucca Blvd lots if the appraisals are equal to or higher than the agreed upon purchase price. If the appraisals are below the agreed upon purchase price, a special meeting of the WCVA will be called. Motion carried, 4-0.*

**10.5 Proposal to adopt Resolution to augment the WCVA budget for Fiscal Year 2010-2011 in the amounts of \$455,000 and \$125,000 for the purpose of purchase of one half block parking lot across the street from the Convention Center.**

When this year's budget was prepared and approved, we did not anticipate the opportunity to purchase the lots across the street from the Convention Center. Since then, we have moved forward with this purchase and are now in a position that a budget augment is necessary. Bill read the resolution into the record approving the acquisition of the lots on Melarkey Street across from the Convention Centers. *Don Stoker made a motion approving the resolution for a budget augment to the 2010-2011 WCVA Budget as presented. Motion carried, 4-0.*

**10.6 Report on delinquencies and liens**

No report.

**10.7 East Hall carpet and painting projects update**

No report.

**10.8 Bid specs for temporary campground electrical services**

No report.

**11. Board Administrator.**

**11.1 March Financial Reports**

Room tax collections continue to be strong this year.

**12. Other Business.**

**12.1 Nevada Muleys**

During the annual Nevada Muleys banquet last weekend there was an issue with the air conditioning. They complained to Tony, who was working that evening. Tony tried to re-program the computer but was unsuccessful so he called Alan. Alan was able to get some of the units operational. No other complaints were made to Tony that night but on Monday Brenda received more complaints about the a/c. It was discovered that half of the unit was blown, something we could not have known without Alan's assistance. Kim will write a letter to this organization apologizing for this. The group also left the West Hall in quite a mess. Most likely, we will not take any deduction from their deposit for the condition of the facility since the a/c was not operating correctly.

**12.2 May meeting date**

We are required to have a budget hearing for the FY 2012 WCVA Budget on the third Thursday in May. Since this is one day after our regular meeting

day this board may want to change their May meeting date to Thursday, May 19, 2011. Board members agreed to change the meeting date to May 19, 2011 for next month.

**13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Thursday, May 19, 2011, 4:00 pm.**

**15. Adjourn. *Don Stoker made a motion to adjourn this meeting. Motion carried, 4-0.***

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 \_\_\_\_\_, 2011

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

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

Winnemucca Convention & Visitors Authority Board

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TERRY BOYLE  
Chairman and  
Hotel Representative

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RODD WILLIAM STOWELL  
Vice Chairman and Business Representative

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DON STOKER  
Treasurer and Motel Representative

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JOYCE SHEEN  
City Representative

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ABSENT  
DAN CASSINELLI  
County Representative

Attest:

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BILL MACDONALD  
Board Secretary and Counsel

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KENDALL SWENSEN  
Board Administrator