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MINUTES, AUGUST 17, 2011

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, August 17, 2011 with Board Member Joyce Sheen presiding.

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

Joyce Sheen	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:

Terry Boyle	Chairman and Hotel Representative
Rodd William Stowell	Vice Chairman and Business Representative

Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:

None

Others Present:

Tammy Mariluch	Winnemucca Trap Range
Kevin Gallio	Winnemucca Trap Range
Vic Christison	Winnemucca Trap Range

Tex Martin
R. Gardner
Mike Scott

Winnemucca Trap Range
Winnemucca Regional Raceway Assoc.
Winnemucca Regional Raceway Assoc.

3. Pledge of Allegiance.

4. Meeting Notice Report.

Mrs. Sheen reported that notice, including meeting agenda, was posted by Darrel Field by 9:00 am Friday, August 12, 2011 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 July 20, 2011 were reviewed.

Due to absences at tonight's meeting, there was not a quorum present tonight to approve these minutes. They will be included in the September agenda items.

6. Business Impact Determination.

After review of the August 17, 2011 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, 3-0.*

7. Claims.

The following claims were submitted for payment and approved on August 17, 2011:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	16639-16708	\$275,859.61

Dan Cassinelli made a motion to approve all claims as submitted. The motion carried, 3-0.

8. General Business.

8.1 Accommodation tax 9-month refund requests:
Huebner (\$426), Gunderson (\$528.19), Streater (\$397.14), Kroeze (\$492.90), Knopik (\$376.20).

Dan Cassinelli made a motion to approve the 9-month accommodation tax refunds for Dennis Huebner (\$426), Jessica Gunderson (\$528.19), Matthew Streater (\$397.14), Mary Kroeze (\$492.90) and Randy Knopik (\$376.20). Motion carried, 3-0.

8.2 Winnemucca Regional Raceway, Mike Scott, request for funding

Last month Mike came before this board to report on the IMCA Wild West Iron Man Challenge event that WCVA helped to sponsor. He also wanted to request additional funding but since this was not included on last month's agenda he is here this month to request these funds. In the time between meetings the monster truck demonstration he had hoped to bring to town has been booked so he has changed his request. Tonight he is requesting the following:

- \$2,000 advertising grant
- \$400 for purchase of materials to repair spectator bleachers
- \$300 to cover fuel for a different monster truck to come to the last race and sell rides in the back of the truck in the parking lot
- \$1,102.20 to cover the cost of an emergency well repair

Mike also wanted to recognize the donation of time and equipment made by Lorin Hunewill for track improvements.

Don Stoker made a motion approving a grant in the amount of \$3,802.20 (amounts and purpose outlined above). Motion carried, 3-0.

8.3 Nevada Assessor's Convention, Jeff Johnson, request for funding, September 26-29, 2011

Jeff was not present at today's meeting. It was noted that Bill Deist signed the rental agreement for the West Hall of the Convention Center so there will be no charge to this organization for the building. Jeff submitted a letter to the board requesting additional concessions in the form of waivers for the linen and catering fees. In the past this board has not waived these costs and members were not anxious to make an exception for this event. No action was taken on this agenda item.

8.4 Winnemucca Trap Club, Vic Christison, request for funding

Tammy Mariluch, Kevin Gallio, Tex Martin and Vic were present today to present their request and answer any questions the board may have. They provided a packet of information on the group and their past events and financial information. Since this group of people took over the range a couple of years ago they have been able to make many improvements and host events which bring small groups to town. These events have been successful and allowed them to continue making improvements with funds raised and an active volunteer work force. They are at a point now where they cannot increase participation at their events unless they acquire two additional trap machines. They are requesting that WCVA purchase one machine at a cost of \$10,195. The Winnemucca Trap Range will purchase the other one. By purchasing two machines we are getting a little bit of a break in price.

Joyce Sheen made a motion approving a grant in the amount of \$10,195 for the purchase of a trap machine for the Winnemucca Trap Range. Motion carried, 3-0.

8.5 East Hall roof specs & notice to bidders, review

The specs for the East Hall roof were reviewed by board members and once a couple of typos are corrected members are anxious to get the bid process started and the roof replaced. *Don Stoker made a motion authorizing Kim and Bill to proceed with the bid specs and publication of the Notice to Bidders for the East Hall roof replacement as presented, after the typos have been corrected. Motion carried, 3-0.*

8.6 East Hall carpet specs, review

Specs on the East Hall carpet are not completed yet. No action taken. Kim again urged board members to go to the hospital and look the carpet they've installed in their re-model.

8.7 Status of warm-up arena

There had been no further information on this until today when Kim was able to contact the sub-contractor who did the work on the arena. Kim was told that Cover-All was bought out by another company and other entities have been able to obtain clearance for the use and insurability of these structures. He (the sub-contractor) will help us to get this resolved.

8.8 Beautification of Winnemucca Blvd/Melarkey corner

Recently Don met with Steve West and Bill Deist to discuss this item. Bill met with an architect who is going to draw up a conceptual design which includes all four corners of this intersection. Bill and Steve seem very interested in working with the WCVA to get something attractive and useful designed and installed on at least the one corner owned by the WCVA. This item will be included on the September agenda for further discussion and possible action.

9. Director's Report.

9.1 Financial reports on WCVA events

These are included in the board packets.

9.2 WCVA Volunteer Appreciation Dinner, April 21, 2012

Kim would like authorization to organize an appreciation dinner for all those that volunteer at events throughout the year. Besides a nice dinner we try to get plenty of raffle prizes to award to everyone. *Don Stoker made a motion authorizing Kim to proceed with plans for a WCVA Volunteer Appreciation Dinner on April 21, 2012. Motion carried, 3-0.*

9.3 Tournament Charro/Mexican Rodeo, discussion on its future

As everyone present here today knows, after this event earlier this year we were the subject of very negative publicity, mostly on-line, centering on

“horse tripping” and its cruelty to the horses in this rodeo. But, as discussed by this board, this was a two-day event and the only film they got was of one horse that fell and had a hard time getting up. A Reno TV station spoke with the vet present during the Mexican Rodeo who cleared the horse. They also had a tape of the horse showing it in good health the following week. This type of rodeo is not illegal in Nevada and the event they called “horse tripping” really wasn’t if you compare it to authentic horse tripping. Of greater concern is if this group is successful in stopping this kind of event where will it lead next? Traditional rodeo events like bronc riding or calf roping may be their next target. No action will be taken at this time.

9.4 Purchase of 8-foot Mity-Lite tables for major events, such as Superior Livestock Auction

Kim would like to purchase these tables so that we have them available here at the Convention Center for our events and not have to haul them in from the fairgrounds. The quote that was included in the packets is for 125 tables and 9 carts at a total cost of \$21,790.85. They are not inexpensive but they are a commercial table that should withstand many years of use. ***Dan Cassinelli made a motion authorizing the purchase of 125 Mity-Lite 8-foot tables and 9 carts at a cost of \$21,790.85. Motion carried, 3-0.***

9.5 Update on Silver State International Rodeo

We are still tabulating all of the funds we expended on behalf of this event. Overall, the event producers seemed pleased with the facility and said the event went well. Kim is meeting with the Silver State Board next week and will have more of their feedback after that.

9.6 YESCO highway billboards update

The new copy for the billboards is done and will be installed soon.

9.7 Purchase of WH chairs

Kim presented two quotes for 450 banquet chairs. One is from BVI Commercial Group in the amount of \$43,156.35 and the other from Mill Brook Industries for \$31,916.88. This includes the cost of the chairs, metal glides and freight. We have selected the fabric and frame color from Mill Brook and just need board approval to proceed (finally) with the purchase of these chairs. ***Dan Cassinelli made a motion approving the purchase of 450 West Hall chairs from Mill Brook Industries at a cost of \$31,916.88. Motion carried, 3-0.***

9.8 Purchase of office/board meeting chairs

Included in the board packets was a quote for the black office chairs discussed at last month’s meeting. The total cost will be \$7,812.50. This includes freight. We plan to purchase 25 chairs. They will be stored in the East Hall basement and will be used for various meetings held at the

Convention Center. *Dan Cassinelli made a motion approving the purchase of 25 office/board meeting chairs at a cost of \$7,812.50. Motion carried, 3-0.*

10. Secretary and Counsel, Monthly report.

10.1 Discussion of meeting procedures

Bill reviewed several changes made by the legislature during their latest session that affect this board. He will put together a memo regarding changes to the Open Meeting Law so that this board can familiarize themselves with these changes.

10.2 Monthly report including compliances

No report.

10.3 Chamber of Commerce report

This is included in Bill's report.

10.4 Report on delinquencies and possible action on liens

No report.

10.5 East Hall carpet and painting projects update

No report.

10.6 Parking lot update

When the city did their striping they also striped our new lot. This board would like a letter to be written thanking them for doing this and also for patching the holes in the alley behind the West Hall.

11. Board Administrator.

11.1 July Financial Reports

The room tax figures continue to be strong this year. Even with the projects we have undertaken we are maintaining a good fund balance.

11.2 Report for Debt Commission & State

Kendall has completed this report. We have no debt at this time. Once it is approved, a copy must be submitted to the state and to the county. *Joyce Sheen made a motion approving the WCVA Indebtedness Report prepared by Kendall Swensen. Motion carried, 3-0.*

12. Other Business.

12.1 Parking lot lights

Don spoke with Bob Rice (NV Energy). He will find out what we need to do to get these lights operational and let us know.

12.2 Buckaroo Hall of Fame

Dan spoke with Carl Hammond when he was in town last month regarding the Buckaroo Hall of Fame. Carl has no plans to move this exhibit from the East Hall. Board members discussed the problems of having this located in the East Hall. The displays are not easy to look at nor are the informational pages easy to read. And whenever there is an event on the Main Floor the BHF is unavailable to tourists and other members of the public. It would be much better to have it at the museum or some other location that is open and available every day. Kris Stewart has prepared a proposal for improvements and would like to speak with this board at a future meeting.

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, September 28, 2011, 4:00 pm.

14. Adjourn. *Don Stoker made a motion to adjourn this meeting. Motion carried, 3-0.*

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 _____, 2011

As written _____

As corrected _____

Winnemucca Convention & Visitors Authority Board

ABSENT

TERRY BOYLE
Chairman and
Hotel Representative

ABSENT

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