

STATE OF NEVADA                    )  
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 COUNTY OF HUMBOLDT            )

June 16, 2010

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## MINUTES JUNE 16, 2010

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 16, 2010 with Chairman Terry Boyle presiding.
  
2. **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
Dan Cassinelli	County Representative
Joyce Sheen	City 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:*

Stuart Schofield	Shooting the West Committee
Bill Sims	Shooting the West Committee
T. M. Casey	Humb Co Sheriff's Office
Ed Kilgore	Humb Co Sheriff
  
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, June 11, 2010 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 May 20, 2010 were reviewed. ***Don Stoker made a motion to accept the minutes of the May 20, 2010 meeting. Motion carried unanimously, 5-0.***

- 6. Business Impact Determination.** After review of the June 16, 2010 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 unanimously, 5-0.***

- 7. Claims.** The following claims were submitted for payment and approved on June 16, 2010:

CHECK NUMBERS	AMOUNT
15595-15664 Nevada State Bank	\$103,608.57

***Rodd William Stowell made a motion to approve all claims as submitted. The motion carried unanimously, 5-0.***

**8. General Business.**

**8.1 Stuart Schofield, Shooting the West Committee, report on 2010 event, request for funding for 2011 event**

Stuart Schofield and Bill Sims had a PowerPoint presentation for the Board outlining this year's Shooting the West Photo Symposium which took place in March. Overall, registration numbers were down by approximately 11%, from 256 to 211 participants. Even so, with the slight increase in registration fees, the revenues stayed about the same. There was an increased participation by young people as well as workshops outside the Convention Center, which were very popular. The event came close to paying for itself, losing approximately \$500. One question put to Mr. Schofield was the availability of photos taken during STW to WCVA to be used for marketing purposes since we are a major sponsor. He indicated that photos taken by participants are their property but those taken by the STW staff photographer would be available and he would be the contact person for this. Also discussed was the need to re-coup any funding made available to STW through room tax. At the current level of funding this is not achieved but it is one of many factors the Board considers when allocating Cooperative Funding. For the 2011 event, the STW Committee is requesting a \$5,000 underwriting, \$10,000 grant and a facility grant of \$6,195. The 2010 event was awarded a \$7,000 underwriting, \$6,000 grant and a facility grant of \$6,195. They repaid the entire \$7,000 underwriting amount to WCVA. ***Don Stoker made a motion approving a \$5,000 underwriting, \$10,000 grant***

*and a \$6,195 facility grant for the 2011 Shooting the West Photo Symposium. Shooting the West will still be responsible for the other customary Convention Center charges. Motion carried unanimously, 5-0.*

### **8.2 Sheriff Ed Kilgore, grant request for emergency communication equipment**

Sheriff Kilgore and Tom Casey are here to make a grant request for a repeater which is part of the HCSO's emergency communications system utilizing ham radios. In very remote areas there is no communication coverage which would be necessary for Search & Rescue situations where police radios do not work. Sheriff Kilgore is working with other entities to fund a total of 3 repeaters and also the radios and other equipment required so that the Search & Rescue volunteers can be utilized as much as possible. The cost of one repeater, including the programming, cables, etc. is \$3,955. *Don Stoker made a motion to approve a \$3,955 grant to the Humboldt County Sheriff's Office for a ham radio repeater which will be utilized by the Search & Rescue volunteers. Motion carried unanimously, 5-0.*

### **8.3 Accommodation tax 9-month refund request, Crawford (\$295.50)**

Kevin Crawford (\$295.50) has submitted receipts and the proper paperwork to receive this room tax rebate. *Terry Boyle made a motion to approve the 9-month accommodation tax refund for Kevin Crawford. Motion carried unanimously, 5-0.*

### **8.4 East Hall repairs & upgrades**

According to Alan, the heating and cooling upgrades to the East Hall are almost complete. The computer programming is all that needs to be completed and this should be done by the end of the month. Next month this board may want to consider which improvements they would like to tackle next.

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

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

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

## **10. Secretary & Counsel, Monthly Report.**

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

Bill presented his report for June.

### **10.2 Chamber of Commerce report**

This is included in Bill's packet.

### **10.3 Report on delinquencies**

This is included in Bill's packet. We are still dealing with delinquencies at a couple of the border motels. The McDermitt Motel has not paid room tax for four months. After Bill spoke with the manager they agreed to pay \$500 per week until they were current. They made one payment in May and we have not received any additional payments. Bill will contact them again and if there is no action, we will proceed to the County Commission to get their business license revoked and file a lien.

### **10.4 Status of warm-up arena**

Kim received a letter from the engineers he and the county building inspector are working with to get the repairs completed. It looks like the arena will be available for use by the July 4<sup>th</sup> weekend.

### **10.5 Status of Hi-Desert RV Park complaint**

Mr. Selesnick was scheduled to go before the County Commission on June 14<sup>th</sup> to discuss his concerns. He was not present at this meeting so his complaint will be put on a future commission agenda.

### **10.6 Good Sam contract**

No report.

### **10.7 Buckaroo Hall of Fame nominees**

Carl Hammond contacted Bill concerning the possibility of nominating Phil Tobin to the BHF. He wanted to know if Bill had any suggestions as to family he could contact about this. It was suggested that Carl contact Doug Glenn as he is a distant relative.

### **10.8 Recognition of 1949 Pulitzer Prize awarded cartoonist Lute Pease of Winnemucca**

No report.

### **10.9 Propane car display documentation update**

No report.

## **11. Board Administrator.**

### **11.1 May financial reports**

Room taxes for May were up compared to last year.

### **11.2 Budget Augmentation and Transfers to FY 2010 WCVA Budget**

Kendall prepared a spreadsheet for Board members to review outlining the augmentations to this year's budget. *Joyce Sheen made a motion approving the Budget Augmentations and Transfers to the FY 2010*

***WCVA Budget and authorizing Bill to prepare a resolution reflecting these changes. Motion carried unanimously, 5-0.***

**11.3 Publish annual fiscal report before July 1, 2010**

Kendall will have all the necessary information together by the 25<sup>th</sup> of the month and will see that it gets published as required by NRS.

**11.4 Department of Taxation approval of 2010-2011 Final Budget & Approval of 2008-2009 audit**

We received letters from the Department of Taxation acknowledging approval of these items. Copies of these letters are in Bill's packet.

**11.5 Options to diversify cash investments**

Kendall has still not received proposals from the institutions he has contacted. He will continue to work on this.

**12. Other Business**

**12.1 Run-A-Mucca overtime**

Included in the board packets was an email that was forwarded to Kim by Steve West. In it Chief Davidson states that the overtime amount the city paid for law enforcement during the Run-A-Mucca event was \$15,104. This was included as an "FYI" item only since this board recently donated \$10,000 to the city to help offset additional costs incurred during special events.

**13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, July 21, 2010, 4:00 pm.**

**14. Adjourn. *Don Stoker made a motion to adjourn this meeting. Motion carried unanimously, 5-0.***

The meeting was adjourned at 5:40 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 \_\_\_\_\_, 2010

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