

WINNEMUCCA CONVENTION & VISITORS AUTHORITY
Meeting Minutes – Regular Meeting
June 14, 2023
Winnemucca Convention Center
50 West Winnemucca Boulevard
Winnemucca, Nevada 89445

The meeting was held at the date and place described above at the time scheduled on the posted meeting notice and agenda. The attendees in-person and via remote technology and absences were as follows:

Convention and Visitors Authority Board Officials Present:

Brian Stone, in-person	Chair and Hotel Representative
Terry Boyle, in-person	Treasurer and Motel Representative
Ron Cerri, in-person	County Representative
Theresa Mavity, in person	City Representative
Kendall Swensen, in-person	Board Administrator
Kent Maher, in-person	Board Counsel

Convention and Visitors Authority Board Officials Absent:

John Arant	Vice Chair and Business Representative
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Staff Members Present:

Kim Petersen, in-person	Director
Liz Barnard, in-person	Administrative Specialist

Staff Members Absent:

None

Others Present:

Kristin Hillmer, via remote technology	Cumming Group
Jason Dondero, via remote technology	Cumming Group
Kevin Kemner, via remote technology	TSK Architects
Carolina Dias da Silva, via remote technology	TSK Architects

1. PLEDGE OF ALLEGIANCE, CALL TO ORDER, ROLL, DETERMINATION OF QUORUM

The meeting was called to order at 3:00 pm, the board members in attendance constituted a quorum.

2. PUBLIC COMMENT

No public comment.

3. MEETING NOTICE REPORT

Board Chair Stone reported that the meeting notice and agenda were posted by staff prior to 9:00 am Friday, June 9, 2022, at the Convention Center West Hall (the place of the meeting), online at notice.nv.gov, online at winnemucca.com, and online at humboldtcountynv.gov. No persons have requested mailed notice during the past six months.

No action taken.

4. BUSINESS IMPACT DETERMINATION

After review and consideration of the effect each item could potentially have on a “business,” as the term is defined by statute, the board agreed, and

Terry Boyle moved to make a finding that no item on the agenda appears to impose a direct and significant economic burden on a business or to directly restrict the formation, operation, or expansion of a business. Motion carried, 4-0.

5. CLAIMS REVIEW

The following claims were submitted in list form to the board members with the meeting notice and agenda, with the opportunity to review and obtain further information before or at the meeting:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	26835- 26897	\$337,461.23

Brian Stone moved to approve all claims submitted for June 14, 2023. Motion carried, 4-0.

6. CONSENT AGENDA

6.1. WCVA Meeting Minutes
Meeting Minutes May 17, 2023

6.2. Accommodation Tax 9-month refund requests as follows: Bias (\$421.20), Maumary (\$487.48), Taitague (\$324.00)

Theresa Mavity moved to approve the consent agenda as submitted. Motion carried, 4-0.

7. GENERAL BUSINESS

7.1) Proposals to adjust the current fiscal year (FY2023) budget prior to the end of the fiscal year, including budget augments and funds transfers

Board Administrator Swenson presented and explained the proposed budget augmentations and transfers. **Brian Stone moved to approve the budget augmentations and transfers as presented. Motion carried, 4-0.**

7.2) Presentation, review and proposals for a capital improvement plan for the fiscal year ending on June 30, 2024 and the ensuing 5 fiscal years and authorization to submit the approved plan

Swensen explained capital improvement plan, which is due to be filed with the state by August 1, and noted it is not ready for action at this meeting.

No action taken.

7.3) Cumming Group/TSK, Joe Mackie (East) Hall exterior renovation project, presentation and review of project design proposals, and possible approval of design concepts for exterior building improvements and authorization to proceed with the project design and engineering phase

The team from Cumming Group and TSK presented and explained the Joe Mackie (East) Hall exterior renovation project updated elevations and design concepts and received input and ideas from the board. Dias da Silva of TSK asked whether the exit doors will only be repainted or if they will be replaced. The board consensus was that they should be replaced. Hillmer of Cumming Group added that the door replacement costs were not included in the original estimates, so an update to the cost estimate will be needed.

No action taken.

7.4) Koyote Kruisers, request for cooperative funding for Show & Shine Car Show, June 17, 2023, \$500
Director Petersen advised this event has received support since WCVA discontinued their car show.

Theresa Mavity moved to approve the request for a cooperative funding grant of \$500. Motion carried, 4-0.

8. DIRECTOR'S REPORT

Director Petersen reported: the proposal to the Australian Shepherd Club of America to host the 2023 National Specialty (dog trials) has been accepted. Nevada State High School Rodeo Association (NSHRA) has accepted the five year proposal, however it is being challenged by the Fallon group. The NSHRA committee will meet on July 29, with a final decision being made then. The committee expressed appreciation for the upgrades authorized by this board to the bucking chutes. The paving across the street from the convention center and in the alley behind it is done and the project is complete except for the striping.

9. COUNSEL REPORT

No report.

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10. BOARD ADMINISTRATOR FINANCIAL REPORTS

10.1. Financial Reports

Reports were available in the board packet for review.

Board Administrator Swensen noted that revenues for the year to date are down \$8,000, which is really good considering that last year was a really good year. He received a call from Zions assuring him that the bank is still in a good financial position.

Brian Stone moved to authorize the debt report as explained. Motion carried, 4-0.

11. OTHER REPORTS

11.1. Miscellaneous reports, updates and information

Reports were available in the board packet for review.

12. PUBLIC COMMENT

No public comment.

13. ADJOURNMENT

The meeting was declared adjourned at 3:40 pm.

Respectfully submitted,

Liz Barnard
Administrative Specialist

APPROVED: July 19, 2023

VOTE: WINNEMUCCA CONVENTION & VISITORS AUTHORITY BOARD

AYES: Stone, Boyle, Cerri, Mavity
NAYS: _____
ABSTAIN: Arant
ABSENT: _____

APPROVED:

ATTEST:

Brian Stone, Chair

Liz Barnard, Administrative Specialist