



- 8.16 Accommodation 9-month refund request, Newmont Mining Corp. (\$603)
  - 8.17 Accommodation 9-month refund request, Trowbridge (\$632.50)
  - 8.18 East Hall repairs & upgrades and possible grants status
  - 9. Director's Report
    - 9.1 Financial reports on WCVA events
    - 9.2 Senior Pro Rodeo Finals – possible contract extension
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    - 10.4 Possible change of meeting date from May 19 to Thursday, May 20 to include annual budget hearing & adoption
    - 10.5 Propane car display update
    - 10.6 Confirming last meeting's action on electronic sign maintenance agreement
    - 10.7 Confirming last meeting's action on approval of FY 2011 Tentative Budget
  - 11. Board Administrator
    - 11.1 March reports
    - 11.2 Establish separate project reserve fund
    - 11.3 Options to diversity cash investments
  - 12. Other Reports
  - 13. Next Meeting Date
  - 14. Adjournment
- 

### MINUTES APRIL 21, 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 3:00 pm on Wednesday, April 21, 2010 with Chairman Terry Boyle presiding.
2. **Attendance.** *Convention and Visitors Authority Board Officials Present:*

|                      |   |
|----------------------|---|
| Terry Boyle          | Chairman and Hotel Representative   |
| Don Stoker           | Treasurer and Motel Representative  |
| Rodd William Stowell | Business Representative   |
| Joyce Sheen          | City Representative-sworn in by Bill Macdonald on Tuesday, April 20, 2010 |
| Mike Macdonald       | Assistant Secretary and Counsel   |
| Kendall Swensen      | Board Administrator   |

*Convention and Visitors Authority Board Officials Absent:*  
 Dan Cassinelli County Representative  
 Bill Macdonald Secretary & Counsel

*Staff Members Present:*

Kim Petersen Director  
 Shelly Noble Administrative Clerk

*Others Present:*

|                     |                                 |
|---------------------|---------------------------------|
| Darlene Albisu      | McDermitt Rodeo Board           |
| Lynda Sugasa        | Safe Haven Rescue Zoo           |
| Paige Brooks        | LHS Great 80's Reunion          |
| Sharon Barton       | Humb Co 4-H Program, UNCE       |
| Reana Bye           | State 4-H Office, UNCE          |
| Bill Sims           | Humboldt Development Authority  |
| Pat Gray            | Humboldt Development Authority  |
| Sue Hawkins         | Newmont Mining Corp.            |
| Ken Hladek          | Family Stability Council        |
| Holly Rudy-James    | Winnemucca Publishing           |
| Pauline Salla-Smith | Winnemucca Basque Club          |
| Dustin Boomhower    | Americorps VISTA                |
| Brad Schultz        | UNCE                            |
| Jeff Snyder         | Newmont Mining Corp./HDA member |
| Mary Orr            | Humboldt Volunteer Hospice      |
| Nicole Maher        | Humboldt Volunteer Hospice      |

**3. Pledge of Allegiance.**

**4. Welcome new City Representative Joyce Sheen**

Mrs. Sheen has been appointed to represent the City of Winnemucca on this board due to Patty Herzog's resignation. She had a conflict at 3:00 and will arrive today as soon as she can.

**5. Meeting Notice Report.**

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, April 16, 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.

**6. Minutes.**

Prior meeting minutes of March 17, 2010 were reviewed. ***Don Stoker made a motion to accept the minutes of the March 17, 2010 meeting. Motion carried, 3-0. Mrs. Sheen was not present.***

7. **Business Impact Determination.** After review of the April 21, 2010 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 unanimously, 3-0. Mrs. Sheen was not present.*
8. **Claims.** The following claims were submitted for payment and approved on April 21, 2010:

| CHECK NUMBERS                 | AMOUNT       |
|-------------------------------|--------------|
| 15423-15524 Nevada State Bank | \$189,536.91 |

*Don Stoker made a motion to approve all claims as submitted. The motion carried unanimously, 4-0. Warrants approved later in the meeting, out of order, when Mrs. Sheen was present.*

## 9. General Business.

**9.1 Filling of vacancy – Vice Chairman – term ending January 3, 2011**  
 Patty's resignation has left a vacancy in the position of Vice Chairman for the remainder of this year. Terry asked for someone to complete this term. Rodd has agreed to serve in this position. *Terry Boyle made a motion to accept Rodd William Stowell as WCVA Vice Chairman. This term ends January 3, 2011. Motion carried unanimously, 3-0. Mrs. Sheen was not present.*

### 9.2 Darlene Albisu, McDermitt Rodeo Board, request for Small Community Grant funding

As indicated in her letter to this board dated February 15, 2010, Mrs. Albisu is here tonight to request funds to assist with the production of the McDermitt Ranch Hand Rodeo on July 3 & 4, 2010. Past treasurer Reina Youngberg did not return the rodeo's financial records to the board upon her moving to Idaho. They do have the event checkbook and Mrs. Albisu reported that there is approximately \$3,000 in the checking account. She brought in a tentative budget for this event showing a shortage of \$5,890. This board has already approved almost \$20,000 this fiscal year for improvements to the McDermitt Community Hall. This is \$10,000 over their annual allocation of \$10,000. The McDermitt Community Board has been a past source of funding for this rodeo but do not have the funds this year. Instead of funding this as a Small Community Grant, *Terry Boyle made a motion to approve a \$6,000 underwriting to the McDermitt Rodeo Board for expenses incurred producing the McDermitt Ranch Hand Rodeo on July 3 & 4, 2010. This will be part of Cooperative Funding so WCVA will require that they provide profit and loss information to this board after the event. Motion carried unanimously, 3-0. Mrs. Sheen was not present.*

### **9.3 Paradise Valley, request for Small Community Grant funding**

The Paradise Valley Community Board is requesting \$887.89 to cover the cost of advertising for last fall's Chili Cook-off. *Don Stoker made a motion approving \$887.89 in Small Community Grant funding for the Paradise Valley Community Board's advertising expenses for last fall's Chili Cook-off. Motion carried unanimously, 3-0. Mrs. Sheen was not present.*

### **9.4 Humboldt Development Authority, request for financial support and participation in the Winnemucca Futures Project**

Bill Sims and Pat Gray are here today to discuss the Winnemucca Futures Project which they believe will help the community to plan for sustainable growth in the future. We all are aware of several groups that have attempted to tackle this issue, some with moderate success. HDA would like to build on a community workshop that was held here in February. This workshop was moderated by a company called Innovative Leadership (IL). The individuals that attended felt that the IL approach was unique and could be successful if we could get "buy in" from the community. The information packet that was included in the board packets explains the process in detail. To proceed, HDA needs a \$40,000 commitment and is looking to many sources for this funding. The plan to raise this amount is:

- Nev CDBG Grant \$10,000
- Humb Development Authority \$ 9,500
- City of Winnemucca \$ 3,500
- Humboldt County \$ 3,500
- WCVA \$ 3,500
- Chamber of Commerce \$ 3,000
- Barrick \$ 3,500
- Newmont \$ 3,500

*Don Stoker made a motion approving \$3,500 in support of the Winnemucca Futures Project. Motion carried unanimously, 4-0.*

### **9.5 Reana Bye, request for WH facility grant, Nevada 4-H Leaders Forum, March 25 & 26, 2011**

Ms. Bye is representing the Nevada state 4-H organization and is requesting the use of the West Hall for their Leaders Forum on March 25 & 26, 2011. Each year the state 4-H office holds these meetings to train 4-H leaders throughout the state. *Terry Boyle made a motion approving a \$1,400 WH facility grant (WH, 2 days @ \$600 and kitchen, 2 days @ \$100) for the Nevada 4-H Leaders Forum on March 25 & 26, 2011. Nevada State 4-H is responsible for any other convention center charges. Motion carried unanimously, 4-0.*

**9.6 Paige Brooks, request for WH facility grant and extension of hours, LHS Great 80's Reunion, September 25, 2010**

Paige is representing a group organizing a reunion of all Lowry graduates of the 1980's. It is being held in conjunction with an LHS football game the previous evening. She would like to request the use of the West Hall for this reunion and an extension of hours to 3 am. *Don Stoker made a motion approving a \$600 WH facility grant and an extension of hours to 3 am for the LHS Great 80's Reunion to be held on September 25, 2010. The reunion committee will be responsible for any other convention center charges. Motion carried unanimously, 4-0.*

**9.7 Mary Orr, request for EH facility grant, Humboldt Volunteer Hospice, Candidate's Night, May 20, 2010**

Mary Orr and Nicole Maher are requesting an EH facility grant for Humboldt Volunteer Hospice's Candidate's Night on May 20, 2010. This will be a "Meet and Greet" before June's primary election. Since this is a fundraiser for hospice, they are going to ask for a \$5 donation at the door to those attending along with a \$100 table fee from each candidate. There will also be a no-host bar. *Terry Boyle made a motion approving a \$600 EH facility grant and a grant to cover skirted banquet tables and linen (approx. \$100) for Humboldt Volunteer Hospice's Candidate's Night on May 20, 2010. Motion carried unanimously, 4-0.*

**9.8 Jim Rackley, request for WH facility grant, Nevada Muleys Annual Banquet, April 17, 2010**

Nevada Muleys held their annual banquet this past Saturday, April 17 in the West Hall. They would like to request a facility grant to cover this expense. *Don Stoker made a motion authorizing a \$400 WH facility grant for the Nevada Muleys Annual Banquet that was held on April 17, 2010. This amount will be refunded to them with their deposit. Motion carried unanimously, 4-0.*

**9.9 Lynda Sugasa, request for WH facility grant, Safe Haven Rescue Zoo, May 15, 2010**

This year's event will be the 3<sup>rd</sup> one. Each year their exposure increases and Mrs. Sugasa estimates that 80% of their visitors come in to Winnemucca. Last year they had approximately 500 visitors. They are expecting 800 visitors this year with the addition of high-profile exhibits like the tigers. *Joyce Sheen made a motion approving a \$600 WH facility grant to Safe Haven Rescue Zoo for their annual fundraiser to be held on May 15, 2010. Safe Haven Rescue Zoo is responsible for other convention center charges. Motion carried unanimously, 4-0.*

**9.10 Tina Maestresjuan, request for extension of hours, Basque Festival Dance, June 12, 2010**

Pauline Salla-Smith is here for Tina to request this extension of hours, until 2 am, for their annual dance during the Basque Festival. *Don Stoker made a motion approving an extension of hours, until 2 am, for the Basque Festival Dance on June 12, 2010. Motion carried unanimously, 4-0.*

**9.11 Marc Page, Hot Creek Productions (proposed ranch hand rodeo finals), request for funding**

Mr. Page is producing a new event to be held at the Winnemucca Indoor Events Center on November 5-7, 2010 and is planning on this being an annual event. He is organizing a finals for ranch rodeo teams that are members of his Western States Ranch Rodeo Association and who compete at sanctioned rodeos throughout the year. With our Ranch Hand Rodeo in March being the first of the season, this would bring the best teams back to Winnemucca in November to compete against each other. Marc is only taking 30 teams from the rodeos he has sanctioned. These are the winning teams of 30 rodeos and they can only compete if they are members of the WSRRA. There will also be a sanctioned bronc riders competition. Mr. Page has already sold all of his vending space and has arranged for concessions. He is confident that this will be a successful event. *Don Stoker made a motion approving \$8,000 (\$4,000 grant, \$4,000 underwriting) in WCVA Cooperative Funding for the Western States Ranch Rodeo Association National Finals Rodeo to be held on November 5-7, 2010 at the Winnemucca Indoor Events Center. Motion carried unanimously, 4-0.*

**9.12 New WCVA Copier Lease Agreement**

The lease on our copier will be up soon. Kim would like to enter into a new lease for a copier that has the capability to do more of our event printing in-house. With the advances that have been made since we got our current copier, the machine that Kim is considering should be able to handle these jobs. A copy of the proposal, along with specs on the new machine, were included in the board packets. The WCVA copier will go to Sheree at the fairgrounds. She will pay for each copy made. Her copier will go to the Indoor Events Center. *Terry Boyle made a motion authorizing Kim to enter into a 48-month lease agreement on a new Xerox copier. Motion carried unanimously, 4-0.*

**9.13 Accommodation tax 9-month refund request, Smirnes (\$402)**

**9.14 Accommodation tax 9-month refund request, Shuler (\$315)**

**9.15 Accommodation tax 9-month refund request, Holden (\$338.91)**

**9.16 Accommodation tax 9-month refund request, Newmont Mining Corp. (\$603)**

**9.17 Accommodation tax 9-month refund request, Trowbridge (\$632.50)**

Andrew Smirnes (\$402), Richard Shuler (\$315), Larry Holden (\$338.91), Newmont Mining Corp. (\$603) and Don Trowbridge (\$632.50) have submitted receipts and the proper paperwork to receive this room tax rebate. *Don Stoker made a motion to approve the 9-month accommodation tax refunds for Andrew Smirnes, Richard Shuler, Larry Holden, Newmont Mining Corp. and Don Trowbridge. Motion carried unanimously, 4-0.*

**9.18 East Hall repairs & upgrades and possible grants status**

Kim met today with Steve West and Mayor Putnam and it appears that the East Hall will not be receiving any grant funding from the stimulus money that the city applied for. These funds will go to the city's lighting projects.

**10. Director's Report.**

**10.1 Financial reports on WCVA events**

Financial reports from the Tri-County Fair and Ranch Hand Rodeo were included in the board packets for review. The RHR report shows a preliminary gain of approximately \$900 from the 2010 event but Kim expects the event to lose about \$5,000 when we receive the last of the outstanding bills.

**10.2 Senior Pro Rodeo Finals – possible contract extension**

Kim is still working on a proposal for the 2012 SPR Finals. This proposal will significantly reduce the cash funding and complimentary room nights we have provided compared to what they have received in recent years.

**11. Secretary & Counsel, Monthly Report.**

**11.1 Monthly report including compliances**

Mike presented Bill's report for April.

Bill did receive one complaint in the past month. This was from David Selesnick, the owner of Hi-Desert RV Park. Mr. Selesnick feels that he is losing business to the Events Complex RV Park, feels our price is undercutting his and would like to discuss this with the WCVA Board. Board members had no problem with him attending our next meeting but since the RV park at the Events Complex is owned by the county this is really a county issue.

**11.2 Chamber of Commerce report**

Included in Bill's packet.

### **11.3 Report on delinquencies**

Included in Bill's packet.

### **11.4 Possible change of meeting date from May 19 to Thursday, May 20 to include annual budget hearing & adoption**

Nevada Revised Statutes requires that we have our public budget hearing on the 3<sup>rd</sup> Thursday in May. To avoid an additional meeting next month, Bill is proposing that this board change their regular meeting day for the month of May only to the 20<sup>th</sup> so that regular board business and the budget hearing & adoption can be attended to on the same day. Mrs. Sheen asked if the meeting time could be adjusted too. She cannot make the 3 pm meeting time. Board members did not object to changing the meeting time to 4 pm. *Don Stoker made a motion changing the WCVA May meeting day to May 20, 2010 at 4 pm. This meeting will include the annual budget hearing & adoption. Motion carried unanimously, 4-0.*

### **11.5 Propane car display update**

No report.

### **11.6 Confirming last meeting's action on electronic sign maintenance agreement**

Bill was here at the Convention Center at the time listed on the March agenda in case anyone appeared to discuss this agenda item. No one showed up.

### **11.7 Confirming last meeting's action on approval of FY 2011 Tentative Budget**

Bill was here at the Convention Center at the time listed on the March agenda in case anyone appeared to discuss this agenda item. No one showed up.

*Don Stoker made a motion that the actions taken at the March 17, 2010 WCVA meeting listed above are confirmed. Motion passed unanimously, 4-0.*

## **12. Board Administrator.**

### **12.1 March financial reports**

Room taxes for March were down from last year.

### **12.2 Establish separate project reserve fund**

Kendall is waiting to get an opinion from the state on this item.

**12.3 Options to diversify cash investments**

Kendall spoke with 3 banks and is still waiting for their proposals. There are just not a lot of options out there that are secure and don't tie up funds for a specific amount of time. He will continue to work on this.

**13. Other reports.**

**13.1 Electronic sign**

The sign is not working and a part has been ordered. Nevada Advertising will repair it as soon as the part comes in.

**14. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Thursday, May 20, 2010 at 4:00 pm.**

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

The meeting was adjourned at 5:50 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

\_\_\_\_\_  
ABSENT  
DAN CASSINELLI  
County Representative

Attest:

\_\_\_\_\_  
MIKE MACDONALD  
Board Secretary and Counsel

\_\_\_\_\_  
KENDALL SWENSEN  
Board Administrator