

STATE OF NEVADA)
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 COUNTY OF HUMBOLDT)

April 17, 2013

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MINUTES, APRIL 17, 2013

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, East Hall, Winnemucca, Nevada at 4:00 pm on Wednesday, April 17, 2013 with Chairman Terry Boyle presiding.
2. **Pledge of Allegiance.**
3. **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
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:

Jim Billingsley	City Representative
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Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:

None

Others Present:

Julie Street	American Red Cross
Debbie Hummel	Western Art & Craft Show
Mel Hummel	Western Art & Craft Show
Ron Jenkins	Dwarf Cars of Northern Nevada
Joyce Sheen	The Humboldt Sun
Rick Longhurst	Wmca Golf Course
Robert Dolan	Attorney
Dee Holzel	Silver Pinyon Journal

4. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, April 12, 2013 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. Business Impact Determination. After review of the April 17, 2013 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, 4-0.*

6. Minutes.

Prior meeting minutes of March 20, 2013.

Rodd Stowell made a motion to accept the minutes of the March 20, 2013 meeting. Motion carried, 4-0.

7. Claims. The following claims were submitted for payment and approved on April 17, 2013:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	18125-18201	\$197,258.56

Don Stoker made a motion to approve all claims as submitted. The motion carried, 4-0.

8. General Business.

8.1 Watchfire Sign, discussion and possible request to purchase electronic sign replacement for Indoor Event Center, for possible action

This item will be postponed to a future meeting. More information from Watchfire Sign is needed.

8.2 Debbie Hummel, Western Art & Craft Show, request for EH facility grant, August 1 & 2, 2013, for possible action

Two years ago another individual put together an art and craft show in the East Hall during the Superior Livestock Auction. Mrs. Hummel would like to produce a similar show during this year's auction and is requesting an EH facility grant for the last two days of the sale. She has secured the necessary insurance through her ranch coverage and Tom Casey (Humb Co Search & Rescue) has agreed to provide security for the event during the bar-be-que and concert Thursday night when the building must remain open late into the evening. *Don Stoker made a motion approving a facility grant in the amount of \$1,200 (\$600/day, East Hall Main Floor, 2 days) for the Western Art & Craft Show event to be held August 1 & 2, 2013. Debbie Hummel/Western Art & Craft Show is responsible for any other customary Convention Center charges. Motion carried 4-0.*

8.3 Mike Padua, Wmca Host Lions Club, Hawaiian Pancake Feast, request for EH facility grant, April 27, 2013, for possible action

Neither Mr. Padua nor another representative from the Lions Club was present at tonight's meeting. No action taken.

8.4 Ron Jenkins, Dwarf Cars of Northern Nevada (DCONN), request use of WCVA vehicle during upcoming event, for possible action

Mr. Jenkins is here to request the use of the old Senior Citizen van that WCVA now owns. It will be used to transport people between the race track and town during their event in June. Kim expressed his concern that it has been several months since this vehicle has been started and the battery may be dead. Also, it may need some minor repairs. Mr. Jenkins offered the services of DCONN members to make these repairs and insure that the battery is working prior to using the van, if his request is approved. *Rodd William Stowell made a motion approving the use of WCVA's van by the Dwarf Cars of Northern Nevada (DCONN) organization during their event in June of this year. Motion carried, 4-0.*

Mr. Jenkins reported that a new PA system, seating and guardrails, all funded by WCVA, are installed and ready for the 2013 racing season.

8.5 Rick Longhurst, Wmca Golf Course, Wmca PGA Spring & Fall Pro-Ams, request for Cooperative Funding, for possible action

Mr. Longhurst has been working to re-build these events the past few years and has been successful in filling almost all of the teams for these two events. He also wants to add another event in July. Last year this board awarded a \$5,000 grant for the two Pro-Ams. Mr. Longhurst is requesting \$7,500 this year for added money for the Pro-Ams and the additional event, a Senior-Senior Best Ball tournament in July. *Don Stoker made a motion approving a grant in the amount of \$7,500 for the Winnemucca Golf*

Course Spring and Fall Pro-Am Tournaments plus the Senior-Senior Best Ball Tournament in July. Motion carried, 4-0.

8.6 Bailey Billington, American Red Cross Real Heroes Banquet, request for EH facility grant, September 7, 2013, for possible action
Julie Street is here today representing the American Red Cross and makes this request. This is an event that WCVA has supported for many years. Board members agreed that it was a very worthwhile event that they would like to continue to support. *Don Stoker made a motion approving a facility grant in the amount of \$750 (East Hall Main Floor \$600, kitchen rental \$150) for the annual American Red Cross Real Heroes Banquet to be held September 7, 2013. American Red Cross is responsible for any other customary Convention Center charges. Motion carried, 4-0.*

8.7 Patricia Setzer, Wmca Host Lions Club, Lions Club Cabinet Meeting, request for WH facility grant, for possible action
Ms. Setzer was not present to make this request but board members reviewed her application for a facility grant. It appears that this is a meeting of Lions Club officers from this district who will be attending this event and staying in local motels. *Terry Boyle made a motion approving a facility grant in the amount of \$1,350 (West Hall \$600/day, 2 days and kitchen rental \$150) for the Lions Club Cabinet Meeting on August 9 & 10, 2013. Motion carried, 4-0.*

8.8 Patricia Setzer, Wmca Host Lions Club, Lions Club Cabinet Meeting, request for Cooperative Funding, for possible action
Since Ms. Setzer was not present to make this request, and there was no specific dollar amount requested on her application, no action was taken.

8.9 Bill Sims, Great Basin Arts & Entertainment, Repertory Dance Theater SLC, request for Cooperative Funding, for possible action
Mr. Sims was not present at today's meeting. No action taken.

8.10 Accommodations tax 9-month refund requests, for possible action, Garrett (\$406.80), Bunner (\$459.73), Waite (\$561.15). These refunds total \$1,427.68.
Don Stoker made a motion to approve the accommodation tax 9-month refund requests for Ben Garrett (\$406.80), Robert Bunner (\$459.73) and Guy Bob Waite (\$561.15). Motion carried, 4-0.

9. Director's Report.

9.1 Financial reports on WCVA events

Bank reconciliations for the Tri-County Fair and Ranch Hand Rodeo were included in the board packets for review.

9.2 Update on WEC Covered Arena retrofit/replacement, for possible action

Kim did not have any other information to report yet. Bill Deist is trying to get a meeting together with the insurance company to work out how we are going to proceed with getting these improvements completed.

9.3 Labor Day Rodeo, request for Cooperative Funding, for possible action

During their February meeting, the Rodeo Board held discussions on how best to increase attendance at the annual Labor Day Rodeo. Also in attendance at this meeting were Pat O'Maley and Drew Blessinger of the Slash T Rodeo Company. Their suggestion was to produce a one day, PRCA rodeo. In order to make this as successful as possible the Rodeo Board is requesting an additional \$5,000 from WCVA which will be used as added prize money to entice contestants to participate. This would be in addition to the \$20,000 grant that was awarded to the Labor Day Rodeo when the first round of Cooperative Funding was approved by this board. *Dan Cassinelli made a motion approving a \$5,000 grant for the annual Labor Day Rodeo to be held Saturday, August 31, 2013. These funds are in addition to the \$20,000 already awarded to the rodeo for 2013. Motion carried, 4-0.*

Kim reported that since the rodeo will now be held only one day, the Rodeo Board is looking into other options for Sunday. One idea is for some kind of motorized event, possibly a truck pull.

10. Secretary and Counsel, Monthly report.

10.1 Review monthly report, for discussion

No report.

10.2 Chamber of Commerce report, for discussion

This was included in Bill's report.

10.3 Approval of internal policy authorizing Nevada State Bank to act on behalf of WCVA for investment purposes, for possible action

This policy has not been prepared yet. Kendall and Bill will meet to discuss this further.

10.4 Discussion of policy concerning donations to Buckaroo Hall of Fame, for possible action

Bill would like to make sure that all of these items are on the county's property list for insurance reasons. He has a copy of the loan agreement that Elko uses and would like to use a similar one for our items. It has the owner specify what each exhibit is worth.

11. Board Administrator.

11.1 March Financial Reports, for discussion

Room taxes continue to be strong.

11.2 Approval to fund Nevada State Bank investment account, for possible action

No report.

11.3 Status of room tax audits, for possible action

No report.

12. Other Business.

12.1 Security system

Kim is working with Desert Hills to set up a security system in the East Hall for the Buckaroo Hall of Fame items. Also, there will be more cameras installed in the West Hall to better cover the meeting rooms.

12.2 WCVA budget hearing

Nevada Revised Statutes requires that our annual budget hearing be held the third Wednesday in May. In order to avoid having two meetings in the month of May, board members agreed to have their regular monthly meeting on this date too so next month's meeting, along with the budget hearing, will be on Thursday, May 16, 2013.

12.3 Room tax comparisons

Each month Terry has been updating his own spreadsheet showing room taxes collected. He brought copies for board members to review. It is different than the one prepared by Shelly because he uses a room tax amount of 8% for all collections to accurately compare year-to-year. For calendar years from 1996 through 2012, the lowest year for room taxes was 2001. Since then there has been consistent growth except for 2007, 2008 and 2009 when taxes were flat.

12.4 Public comment

Robert Dolan, a local resident and attorney, expressed his concern that the WCVA is not treated with the respect it deserves by this community. He also informed board members that he will not be hosting his annual disco dance this fall.

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Thursday, May 16, 2013, 3:00 pm.

14. Adjourn. *Don Stoker made a motion to adjourn this meeting. Motion carried, 4-0.* The meeting was adjourned at 4:45 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 _____, 2013

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

ABSENT
JIM BILLINGSLEY
City Representative

DAN CASSINELLI
County Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator