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MINUTES, JUNE 19, 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, West Hall, Winnemucca, Nevada at 4:00 pm on Wednesday, June 19, 2013 with Vice Chairman Rodd William Stowell 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
Jim Billingsley	City Representative
Dan Cassinelli	County 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

Staff Members Absent:

None

Others Present:

Joyce Sheen	Humboldt Sun
Allison Strekal	Reno Bighorns
Chad Peters	Wmca Century Club
Dee Holzel	Silver Pinyon Journal

4. Meeting Notice Report.

Vice Chairman Stowell reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, June 14, 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 June 19, 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 April 17, 2013.

Don Stoker made a motion to accept the minutes of the April 17, 2013 meeting. Motion carried, 3-0. Jim Billingsley abstained since he was not present at this meeting.

Prior meeting minutes of May 16, 2013.

Don Stoker made a motion to accept the minutes of the May 16, 2013 meeting. Motion carried, 3-0. Dan Cassinelli abstained since he was not present at this meeting.

Chairman Boyle arrived.

7. Claims. The following claims were submitted for payment and approved on June 19, 2013:

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	18281-18368	\$274,915.26

Don Stoker made a motion to approve all claims as submitted. The motion carried unanimously, 5-0.

8. General Business.

8.1 Followup on Recess and Adjournment of prior meeting

Last month's meeting time had been changed from 4 pm to 3 pm and the Agenda so stated. However, the times for the individual items had not been corrected to 3 from 4. The meeting was held as usual including the budget hearing at 3:05 pm, the time for which the Agenda still stated 4:05 pm. The time for Public Comment was still listed as 4:50 pm. The meeting was adjourned at 4:20 pm, but several of the board members stayed behind to see if any person showed up at 4:50 to make Public Comment on the budget or

otherwise, their intention being to reopen the meeting at that time if anyone showed. No person did show at that time and there was no reason to re-open the meeting.

8.2 McDermitt Community Board, request for Small Community Grant funding, for possible action

The McDermitt Community Board is requesting \$642.97 of their annual Small Community Grant funds, which will be used for improvements to the sound system at the Community Hall. The McDermitt Community Board also approved the use of \$4,000 of their funds by the McDermitt Rodeo Board for improvements to the rodeo grounds. Bill Macdonald disclosed that he represents the Community Board in his capacity as an attorney. *Don Stoker made a motion approving Small Community Grant funding of \$642.97 to the McDermitt Community Board and \$4,000 of the Community Board's annual funding to the McDermitt Rodeo Board. Motion carried unanimously, 5-0.*

8.3 McDermitt Rodeo Board, request for Small Community Grant funding, for possible action

See item 8.2.

8.4 Allison Strekal, Reno Bighorns, Bighorns Buckaroo Bash, November 22, 2013, request for Cooperative Funding, for possible action

Allison and Chad Peters are here today to request funding to bring this very popular event back to Winnemucca this fall. Last year this board approved a \$3,000 underwriting to the Winnemucca Century Club, who was organizing and sponsoring the event. Our participation, along with that of area mines, covered the necessary expenses and Century Club was able to re-pay the underwriting. Ticket sales went to Century Club who spent it on equipment for the Lowry Athletic Department. This year the Reno Bighorns organization is requesting a \$6,000 grant and a \$6,000 underwriting. This is basically the entire event budget. After some discussion, the board agreed that while this was a very worthwhile event for the community, it is not something that they felt should be funded solely by the WCVA as it has a minimal impact on motel room rentals. *Don Stoker made a motion approving a \$1,000 grant and a \$3,000 underwriting to the Reno Bighorns in support of the Bighorns Buckaroo Bash in November 2013. Motion carried unanimously, 5-0.*

8.5 Discussion regarding final location of "Winnemucca to the Sea" log in regards to the Wmca Blvd/Melarkey Street renovations

Mr. Stoker asked that this item be included on this month's agenda as he has been in discussions with City Manager Steve West on the plans for this local landmark. Don feels that the log should be left in its current location as it is

symbolic of the hard work by many individuals in the 1950s and 60s to get a highway from Winnemucca to the Pacific Ocean. Once the highway was completed this portion of a giant log was donated to the City of Winnemucca by Crescent City, Oregon. Since this intersection is a “hub” in Winnemucca, this log is a local landmark and is in many, many photographs taken by visitors and locals alike. Don would like the opinions of board members to take to further talks with Mr. West since we are partners with the city and county on the intersection improvements and current plans call for the log to be moved to the corner across the street. Most board members felt that whether the log remained in its current location or was moved across the street, it made no difference and would still welcome visitors to Winnemucca. Mr. Billingsley thought that the history of the log and the highway to the sea could be better highlighted if it was moved across the street where there would be more room for such a display. Mr. Stowell was concerned that after so many years just moving the log could damage it. Don will keep this board informed on what is ultimately decided on the log’s location.

8.6 Accommodations tax 9-month refund requests, for possible action, Fitch (\$418.08), Price (\$350.90), Ridenour (\$465.87), Venable (\$495), Short (\$423)

Terry Boyle made a motion to approve the accommodation tax 9-month refund requests for Alexander Fitch (\$418.08), Kimberley Price (\$350.90), Danny Ridenour (\$465.87), James Venable (\$495), Richard Short (\$423). Motion carried, 5-0.

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.

10. Secretary and Counsel, Monthly report.

10.1 Review monthly report, for discussion

No report.

10.2 Chamber of Commerce report, for discussion

No 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 Review of East Hall LED Video Marquee specs for bidding, for discussion & possible action

Bill had some information that he had planned on bringing before this board but due to some computer issues, he was not able to retrieve these documents. He will bring them to next month's meeting.

10.5 Update on Indoor Event Center electronic sign replacement, for discussion & possible action

No report.

10.6 Legislative Report, for discussion & possible action

There are several amendments on the Open Meeting Law and Ethics that Bill is reviewing and will bring to this board at a later date.

One legislative item out of the last session that he is looking at is an issue with AB 257 which may influence the incentives offered by the utility companies as they make the offers on installation of solar panels at no cost to entities like ours. Basically, it involves avoiding the prevailing wage laws by taking advantage of the incentives. Since we have applied to be part of a solar panel program, this may impact our being able to take advantage of the program should we be selected to participate. Bill will bring more information to this board at a future meeting.

11. Board Administrator.

11.1 May 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.

11.4 Budget Augmentations and Transfers to FY 2013 WCVA Budget, for possible action

Now that we are almost to our fiscal year's end and have data showing actual revenue and expenses, Kendall has prepared a spreadsheet with augmentations, in the amount of \$150,000, and transfers, in the amount of \$20,000, necessary for this year's budget. ***Jim Billingsley made a motion to accept the draft resolution as prepared by Kendall Swensen for the augmentations and transfers to the WCVA FY 2013 budget as outlined above. Motion carried unanimously, 5-0.***

11.5 Approval of Capital Improvement Plan, for possible action

No report. This item needs to be submitted to the state by August 1st so Kendall will work on it with Kim and present it at the next meeting.

12. Other Business.**12.1 Tri-County Fair concert**

Ticket sales for the Clay Walker concert are slow, but steady. Kim feels the sales will get stronger as the event gets closer and we do additional advertising.

13. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, July 17, 2013, 4:00 pm.

14. Adjourn. *Don Stoker made a motion to adjourn this meeting. Motion carried, 5-0.* The meeting was adjourned at 5:20 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 _____, 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

JIM BILLINGSLEY
City Representative

DAN CASSINELLI
County Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator