

STATE OF NEVADA)
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 COUNTY OF HUMBOLDT)

July 16, 2014

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MINUTES, JULY 16, 2014

1. Swearing in of newly appointed member.

On Monday, July 7, 2014 the Humboldt County Commissioners appointed Herb Ross as the Business Representative to the WCVA Board. He will serve the remainder of Rodd Stowell's term, which expires in January 2015. Bill Macdonald performed the swearing in of Mr. Ross to this board.

2. 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, July 16, 2014 with Chairman Terry Boyle presiding.

3. Pledge of Allegiance.

4. Attendance. *Convention and Visitors Authority Board Officials Present:*

Terry Boyle	Chairman and Hotel Representative
Don Stoker	Treasurer and Motel Representative
Jim Billingsley	City Representative
Herb Ross	Business Representative
Bill Macdonald	Secretary and Counsel
Kendall Swensen	Board Administrator

Convention and Visitors Authority Board Officials Absent:

Dan Cassinelli	County Representative
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Staff Members Present:

Kim Petersen	Director
Shelly Noble	Administrative Clerk

Staff Members Absent:

None

Others Present:

Debbie Stone	Humb Co Chamber of Commerce
Theresa Mavity	Humb Co Chamber of Commerce
Brian Stone	Winners Inn
Henry Kingman	Winners Inn

Javier Rivera
Darrel Field

Chihuahua's
WCVA/Run-A-Mucca

5. Meeting Notice Report.

Chairman Boyle reported that notice, including meeting agenda, was posted by Shelly Noble by 9:00 am Friday, July 11, 2014 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. Business Impact Determination. After review of the July 16, 2014 agenda, and report by Counsel that he saw nothing in the Agenda requiring a business economic impact study or statement, *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.*

7. Minutes.

Prior meeting minutes, June 16, 2014 and June 18, 2014. *Jim Billingsley made a motion to accept the minutes of the June 16, 2014 and June 18, 2014 meetings. Motion carried, 3-0. Herb abstained since he was not a member of this board on these dates.*

8. Claims. The following claims were reported to the Board Members by a copy of the proposed Check Register CD-000232 and MC-000252 thru MC-000279 as a portion of the pre-meeting board packets provided to the Members as supplemented by Supplemental Check Registers CD-000233 and MC-000281 at time of meeting.

<u>BANK ACCOUNT</u>	<u>CHECK NUMBERS</u>	<u>AMOUNT</u>
Nevada State Bank	19301-19411	\$257,190.89

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

9. General Business.

9.1 Follow up on Recess and Adjournment for prior meeting, for possible action

No further action was required on the budget items discussed and acted on at the last meeting so it was never re-convened on June 30th. *Don Stoker made a motion to adjourn the June 18, 2014 WCVA meeting since there was no reason to hold a continuation of the June 18, 2014 meeting on June 30, 2014. Motion carried, 3-0. Herb abstained since he was not a member of this board at the last meeting.*

9.2 Debbie Stone, Humb Co Chamber of Commerce, request for Equipment usage, Fall Farm Festival, October 2014, for possible action

Debbie and Theresa Mavity, Chamber President, came before this board to request the usage of WCVA equipment for this festival, which is held at the Lazy P Adventure Farm (owned and operated by Director Kim Petersen and his family). The Chamber is a co-sponsor of this annual event which began last year and had a very successful first year with over 5,000 visitors to the Lazy P Adventure Farm during the month of October. These visitors ranged from the school tours, with their agricultural education activities, to families from all over northern Nevada who enjoyed the many games and the challenge of the corn maze. The items requested are: restroom trailer(s), electrical distribution boxes and cords, small quantity of livestock panels and the portable sound system. *Don Stoker made a motion approving the use of the WCVA equipment listed above for the 2014 Fall Farm Festival at the Lazy P Adventure Farm during the month of October. Motion carried, 4-0.*

9.3 Steve Tibbals, Humb Co Republican Central Committee, request for WH facility grant, HCRCC Candidate Night, August 7, 2014, for possible action

Steve is here to request the use of two rooms in the West Hall for a candidate's night event on August 7, 2014. The HCRCC has been in contact with some of the state candidates and they would like an event like this held early since there are many other events to attend closer to the date of the election. This event will be open to all candidates and to the public. *Don Stoker made a motion approving a West Hall facility grant in the amount of \$240 (2 rooms @ \$120/room) for the Humb Co Republican Central Committee Candidate Night on August 7, 2014. HCRCC is responsible for any other customary Convention Center charges. Motion carried, 4-0.*

9.4 Accommodation tax 9-month refund requests, for possible action Kirkendoll (\$495), Corn (\$924), Fennell (\$474)

Terry Boyle made a motion to approve the accommodation tax 9-month refund requests for Lucky Kirkendoll (\$495), Robert Corn (\$924), Craig Fennell (\$474). Motion carried, 4-0.

10. Director's Report.

10.1 Financial reports on WCVA events

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

10.2 2014 Run-A-Mucca event report and update, discussion and possible action

The report prepared by Darrel Field shows that this year's event lost over \$18,000. Event participation continues to decline even when we have good weather, as we did this year. The motorcycle raffle was profitable, net proceeds were approximately \$4,800.

11. Secretary and Counsel, Monthly report.

11.1 Review monthly report, for discussion

Report for June was reviewed by Bill.

11.2 Chamber of Commerce report, for discussion

June 2014 Report was included in Bill's report.

11.3 Update on Intersection Beautification, Winnemucca Recreation project, Winnemucca Arts Center & Visitor Center, for discussion

Bill reported that he had included those matters in order to permit discussion at this meeting, if anyone so desired. No one desired to do so.

11.4 Update on delinquencies, for discussion & possible action

Denio Junction Motel has not paid any room taxes in over a year despite notices prepared by Shelly, and later communication by Bill. This board has been told that they are renting rooms so they should be paying their taxes. Even if they are not renting rooms, they are required to return the room tax return form each month to this office. Kendall will prepare a letter to send to them to set up an audit. He will work with Bill to see if a business license revocation and/or lien is an appropriate action to be taken.

11.5 Report to County Debt Management Commission, for discussion & possible action

The WCVA has no debt. This report is still due to the county by August 1. Kendall has completed it and will get it in to the county.

11.6 Annual report to Gaming Control on the Run-A-Mucca Lottery and designation of recipients of lottery proceeds, for discussion & possible action

Bill has prepared a resolution which shows the allocations for lottery proceeds from the 2014 motorcycle raffle and also a tentative allocation for 2015 motorcycle raffle proceeds. This board earmarks these proceeds to support Lowry Drug Free Graduation Celebration and payment of facility fees at the Event Center for youth and high school wrestling events. Board members discussed whether this was necessary since the event lost money overall but decided it was still prudent to identify these allocations. ***Don Stoker made a motion to adopt the resolution, as prepared by Bill***

Macdonald, that identifies the recipients of the 2014 Run-a-Mucca Lottery proceeds and also tentatively identifies recipients for 2015 Run-a-Mucca lottery. Motion carried, 4-0.

11.7 Annual report on lodging tax revenues to Taxation, for discussion & possible action

No report.

12. Board Administrator.

12.1 June Financial Reports, for discussion

Room taxes continue to be well below previous years, averaging a decrease of 30% according to local property owners.

13. Other Business.

13.1 Extension of Convention Center hours

Javier Rivera is here today to speak with this board about extending the hours of his event on Saturday, August 9. He rented the West Hall for a dance but did not make his request to be added to this meeting agenda. He would like to know if this board would object to his extending his dance past the contract time of 12:30 am for one hour. In the past, Javier has been on the WCVA meeting agendas to make these requests and they have been approved. The board did not have any objection to this request but could not take any official action since this was not an agenda action item. Board members felt that this was something that they may want to discuss at next month's meeting and possibly give the director some discretion to extend event hours.

13.2 Superior Livestock Auction

Kim notified the board that earlier today Jim Davis called to let us know that this year's auction will be conducted two days: Wednesday, July 30 and Thursday, July 31. The bbq and dance will go on as planned Thursday night. For many years this event was five full days and had a major impact on our community as buyers and sellers all came to town for several days. Last year Superior reduced their auction days to three and now this year it's down to two. There are many factors contributing to this including the drought and its effect on cattle feed and the use of technology to conduct these sales. This board will look at this year's event and its impact on the community as it moves forward with Cooperative Funding for next year.

13.3 2nd Street lights

The lights along 2nd Street have been a concern because they have not been working correctly so the area behind the Convention Center is quite dark at night. Kim has had Drake Electric replace all these lights and will be getting

a quote from Drake to retrofit the existing carriage lights along 2nd Street so that they match the city's carriage lights in town.

13.4 Ethics binder

Bill will be preparing a binder with all the required ethics information that public board members should be familiar with. There is an annual form that each member must sign stating that they have read and are familiar with Nevada's statutes and disclosures as they relate to their board position.

14. Regular Business. Next Meeting. The Board confirmed the next regular meeting date of Wednesday, August 20, 4:00 pm.

15. Adjourn. Don Stoker made a motion to adjourn this meeting. Motion carried, 4-0. The meeting was adjourned at 5:00 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 _____, 2014

As written _____

As corrected _____

Winnemucca Convention & Visitors Authority Board

TERRY BOYLE
Chairman and Hotel Representative

ABSENT

DAN CASSINELLI
County Representative

DON STOKER
Treasurer and Motel Representative

JIM BILLINGSLEY
City Representative

HERB ROSS
Business Representative

Attest:

BILL MACDONALD
Board Secretary and Counsel

KENDALL SWENSEN
Board Administrator