WINNEMUCCA CONVENTION & VISITORS AUTHORITY
Meeting Minutes – Regular Meeting
June 12, 2024
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
John Arant, in-person	Vice Chair and Business Representative
Terry Boyle, in-person	Treasurer and Motel Representative
Theresa Mavity, in person	City Representative
Ron Cerri, via remote technology	County Representative
Kendall Swensen, in-person	Board Administrator
Kent Maher, in-person	Board Counsel

Convention and Visitors Authority Board Officials Absent:
None

Staff Members Present:

Kim Petersen, in-person	WCVA Director
Shanna Dangel, in-person	Administrative Clerk

Staff Members Absent:
None

Others Present:

Katie Nuffer, in-person	Go West Productions, LLC

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

The meeting was called to order at 3:04 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 7, 2024, at the Convention Center East Hall, 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
Theresa Mavity 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, 5-0.

5. CLAIMS REVIEW

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

//////////

BANK ACCOUNT	CHECK NUMBERS	AMOUNT
Nevada State Bank	27535 - 27568	$331,049.91

John Arant moved to approve all claims submitted for May 22, 2024. Motion carried, 5-0.

6. CONSENT AGENDA

6.1) Accommodation Tax 9-month refund requests as follows: DeSilva ($996.36), Hoover ($808.20), Barton ($437.40).

6.2) WCVA Meeting Minutes
Meeting minutes May 22, 2024

John Arant moved to approve the consent agenda as submitted. Motion carried, 5-0.

7. GENERAL BUSINESS

7.1) Proposals to adjust the current fiscal year (FY2024) budget prior to the end of the fiscal year, including budget augments and funds transfers.
Board Administrator Swensen proposed a budget augment of $300,000 by decreasing miscellaneous revenue, and an increase in contract services and funds to Humboldt County in the amount of $20,000.

Terry Boyle moved to augment the FY 23/24 by $300,000 and to increase the contract services in by $20,000 as proposed. Motion carried, 5-0.

7.2) Presentation, review, and proposals for debt report and capital improvement plan for the fiscal year ending June 30, 2025 and the ensuing 5 fiscal years, and authorization to submit the approved plan.
Board Administrator Swensen advised that these items were incomplete and would need to be added to the July 2024 WCVA meeting agenda.

No action taken.

7.3) Katie Nuffer, Go West Productions, LLC dba Western States Ranch Rodeo Association, Western States Ranch Rodeo Association Finals, October 30–November 2, 2024, Cooperative Funding grant request $15,000, Underwriting request $10,000.

Katie Nuffer requested the same funding received over the past three years. The organization was hoping to pay back the underwriting grant for the first time this year. The event has shown growth each year, and the organization has undergone many changes. WSRRA has more sanctions and participation but needs to improve attendance. Terry Boyle mentioned that the financial statements provided indicated that WSRRA made a profit last year and could have returned the underwriting grant in 2023. Nuffer stated the organization was in the process of having their financials reviewed by a CPA and that she would be open to the underwriting being taken off the application, leaving only the grant. Boyle suggested appearing before the board after the CPA had finished the review if underwriting funds were needed.

Terry Boyle moved to approve the request for a Cooperative Funding grant of $15,000 with the option to revisit the underwriting request at a later date. Motion carried, 5-0.

7.4) Koyote Kruisers, Show and Shine, June 15, 2024, Cooperative Funding grant request, $500.

Director Petersen explained the success of the events this organization promotes and the enjoyment by the community, noting that the $500 grant was the amount the board approved in 2023.

John Arant moved to approve the request from Koyote Kruisers for a Cooperative Funding grant of $500. Motion carried, 5-0.

7.5) Kristin Hilmer, Cumming Group, East Hall exterior renovation project planning-proposals update, and request for direction to staff on proceeding with the renovation proposals.

Director Petersen advised that the Cumming Group was currently working on a proposal for finding an alternate architectural firm due to the unavailability of TSK. Petersen reported that the East Hall roof metal along the top of the building would be inspected to determine if any unrepairable damage was caused.

8. DIRECTOR'S REPORT

Director Peterson reported that the East Hall parking lot seal had been completed, and the striping and bumpers will be completed soon. The damaged existing chain-link fencing will be removed and iron fencing will be installed. Multiple events are scheduled at the event center over the next several weeks.

9. COUNSEL REPORT

No report.

10. BOARD ADMINISTRATOR FINANCIAL REPORTS

10.1) Administrator Swensen reported there may be a 1% decrease in room tax revenue for FY 2023/24 depending on the June tax collection. Investments have improved and all other financial areas are doing well. A room tax payment delinquency for one motel was discussed. Swensen will follow up and address the matter with the responsible party.

11. OTHER REPORTS

No report.

12. PUBLIC COMMENT

No public comment.

13. ADJOURNMENT

John Arant moved to adjourn the meeting at 4:18 pm. Motion carried, 5-0.

Respectfully submitted,

Shanna Dangel
Administrative Clerk

APPROVED: August 21, 2024

VOTE: WINNEMUCCA CONVENTION & VISITORS AUTHORITY BOARD

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

APPROVED:

Brian Stone, Chair

ATTEST:

Shanna Dangel, Administrative Clerk