

WINNEMUCCA CONVENTION & VISITORS AUTHORITY  
Meeting Minutes – Regular Meeting  
April 16, 2025  
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 |
| Theresa Mavity, in-person  | City Representative                    |
| Kent Maher, in-person      | Board Counsel                          |
| Kendall Swensen, in-person | Board Administrator                    |

*Convention and Visitors Authority Board Officials Absent:*

|             |                       |
|-------------|-----------------------|
| Terry Boyle | Motel Representative  |
| Ron Cerri   | County Representative |

*Staff Members Present:*

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

*Staff Members Absent:*

None

*Others Present:*

|                                      |                                     |
|--------------------------------------|-------------------------------------|
| Magda Williams, in-person            | Humboldt Hospital Auxiliary         |
| Susan Harrer, in-person              | Humboldt Hospital Auxiliary         |
| Teddy Swecker, in-person             | Winnemucca Murals & Music           |
| Kitty Norcutt, in-person             | Winnemucca Murals & Music           |
| Krissy Burchette, in-person          | Winnemucca Host Lions Club          |
| Andy Rorex, in-person                | Winnemucca Host Lions Club          |
| Courtney Rorex, in-person            | Winnemucca Host Lions Club          |
| Mike Padua, in-person                | Winnemucca Host Lions Club          |
| Giovanni Giordano, in-person         | Giordano Ventures, LLC              |
| Shannon Giordano, in-person          | Giordano Ventures, LLC              |
| Michelle Hammond, in-person          | Nevada 95-80/Winnemucca Main Street |
| Eric Brooks, in-person               | Winnemucca Main Street              |
| Carol Lynn, in-person                | Humboldt County                     |
| Tim Maher, via remote technology     | McDermitt Community, Inc.           |
| Jacy Anderson, via remote technology | WCVA Marketing & Sales Coordinator  |

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

The meeting was called to order at 3:01 pm, the board members in attendance constituted a quorum.

2. PUBLIC COMMENT

Shannon Giordano reported on the previously held shooting event at their facility and the Silver State Championship and Area 1 Championship shooting events planned for 2026.

3. MEETING NOTICE REPORT

Chair Stone reported that the meeting notice and agenda were posted by staff prior to 9:00 am Friday, April 11, 2025, at the Convention Center East Hall, the Convention Center West Hall (the place of the meeting), online at [notice.nv.gov](http://notice.nv.gov), online at [winnemucca.com](http://winnemucca.com), and online at [humboldtcountynv.gov](http://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 there is no impact.

**John Arant 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, 3-0.**

#### 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:

| <u>BANK ACCOUNT</u> | <u>CHECK NUMBERS</u> | <u>AMOUNT</u> |
|---------------------|----------------------|---------------|
| Nevada State Bank   | 28050-28103          | \$194,201.45  |

**Theresa Mavity moved to approve all claims submitted for April 16, 2025. Motion carried, 3-0.**

#### 6. CONSENT AGENDA

6.1) Accommodation Tax 9-month refund requests as follows: Barnes (\$581.39), Briggs (\$442.20), Blanshan (\$583.20), Frazier (\$324), Hoover (\$583.20), Knighton (\$486.98), Robinson (\$824), and Smith (\$324).

6.2) WCVA meeting minutes March 19, 2025.

**John Arant moved to approve the consent agenda as submitted. Motion carried, 3-0.**

#### 7. GENERAL BUSINESS

7.1) Winnemucca Main Street, request for approval of the proposed design concept for painting a mural on the East Hall.

Michelle Hammond, Eric Brooks, Teddy Swecker, and Kitty Norcutt presented the proposed design concepts for a mural on the East Hall, using a collage of Winnemucca photos to create three different design concepts. The Board consensus was that the mural should contain the name Winnemucca somewhere on it. Hammond explained the artist will begin painting in mid-May.

**Brian Stone moved to approve the concept drawing with the background sky, historical downtown Winnemucca photo, the word "Winnemucca" across the mural, and other photos representing Winnemucca, including: mining, nature, Basque culture and Sarah Winnemucca, and to authorize WCVA staff to approve the final design. Motion carried, 3-0.**

7.2) Magda Williams, Humboldt Hospital Auxiliary, Humboldt Hospital Awards Banquet, May 20, 2025, Facility Fee grant request (3) rooms West Hall, \$480.

Humboldt Hospital Auxiliary representatives Magda Williams and Susan Harrer requested a Facility Fee grant for two (2) rooms in the West Hall for the hospital awards banquet. This change would decrease the price of their request to \$320. The board has supported this organization's annual event in the past.

**Theresa Mavity moved to approve a \$320 Facility Fee grant request. Motion carried 3-0.**

7.3) Natalie Betschart, Euskaldunak Danak Bat, 45th Annual Winnemucca Basque Festival, June 13-15, 2025, Cooperative Funding grant request, \$500.

////////

////////

No representative from Euskaldunak Danak Bat Basque Club was present. The request was for an additional \$500 Cooperative Funding grant to cover the cost of additional items that may be needed for the 2025 Basque Festival.

**John Arant moved to approve a \$500 Cooperative Funding grant request. Motion carried, 3-0.**

7.4) Krissy Burchette, Winnemucca Host Lions Club, Winnemucca Host Lions Club cabinet meeting, August 22-23, 2025, Facility Fee grant request, not to exceed \$1,800.

Lions Club representatives Krissy Burchette, Mike Padua, Andy Rorex, and Courtney Rorex requested a Facility Fee grant to use the East Hall main floor for their cabinet meeting in August. Burchette stated that this event was held in Winnemucca in 2023 and that the assistance with the facility fee is greatly appreciated.

**Theresa Mavity moved to approve the Facility Fee grant request for use of the East Hall main floor not to exceed \$1,800. Motion carried 3-0.**

7.5) Tim Maher, McDermitt Community Inc., McDermitt Ranch Rodeo, July 4-5, 2025, Cooperative Funding grant request, \$5,000.

Tim Maher appeared via remote technology for the McDermitt Community Inc. and requested \$5,000 in Cooperative Funding for the McDermitt Ranch Rodeo. Board Administrator Swensen explained the procedure for small town grants funded by the WCVA and reported that McDermitt still owes the WCVA \$3,707.73 from the last grant received. Maher explained that the annual event is successful and noted that the prices were lowered to increase participation. Chair Stone asked where attendees and participants will stay. Maher replied that most will utilize the McDermitt Motel for lodging. Administrator Swensen pointed out that funds for the rodeo will need to come from the WCVA general account (rather than as a small town grant) due to the monies being owed to the small town grant fund.

**Theresa Mavity moved to approve the \$5,000 Cooperative Funding grant. Motion carried 3-0.**

7.6) Carol Lynn, Humboldt County Emergency Manager, Presentation and proposal to develop an event emergency plan.

Humboldt County Emergency Manager Carol Lynn presented her outline of a proposed safety and preparedness plan which would be required for event organizers to comply with. Lynn expressed her opinion and perception of safety issues for events at both the WCVA facilities and the Winnemucca Events Complex, and stressed her belief of the need for guidelines for planning, preparedness and safety. Lynn noted she was not asking for approval, but was just providing information for the concept.

**No action taken.**

7.7) Concept Architecture, Winnemucca Events Complex Addition, Professional services proposal to provide the Schematic Design, Design Development, Construction Documentation, Bidding and Construction Observation, Agency Coordination, and permitting assistance for the proposed addition to the Winnemucca Events Complex for the estimated sum of \$127,073.

Director Petersen explained the proposal and requested approval of the proposal for professional services and authorization for payment of the initial retainer to Concept Architecture to undertake the design, bid, documentation and permitting work on the proposed project.

**John Arant moved to approve the proposal from Concept Architecture and authorize payment of the retainer in the amount of \$12,707.30. Motion carried 3-0.**

////////

////////

#### 8. DIRECTOR'S REPORT

Director Petersen reported: (1) the planning for the upcoming Australian Shepherd Dog Show in September is progressing; the show will be large and will take place over a period of 10 days, and the need for additional electricity for grooming the dogs is currently being addressed and should not be an issue; (2) the WEC landscape beautification project was coming along nicely with the dead trees being removed, and new trees will be planted soon; and, (3) additional bids for the East Hall demolition project have been solicited and it is hoped a lower bid will be received to allow the project to proceed.

#### 9. COUNSEL REPORT

Board Counsel Maher reported that the room tax ordinance amendment process was started and will include the change for the room tax remittance due date as previously discussed.

#### 10. BOARD ADMINISTRATOR FINANCIAL REPORTS

Administrator Swensen reminded that the FY 25-26 final budget approval will need to be added to the WCVA May meeting agenda. Swensen reported he will attend the Nevada Department of Taxation meeting on April 29, 2025 in Carson City to discuss the WCVA audit findings for FY2024 and the failure to provide a timely second extension request for the audit.

#### 11. OTHER REPORTS

No report.

#### 12. PUBLIC COMMENT

No public comment.

#### 13. ADJOURNMENT

**John Arant moved to adjourn the meeting at 4:28 pm. Motion carried, 3-0.**

Respectfully submitted,

Shanna Dangel  
Administrative Clerk

**APPROVED:** May 21, 2025

**VOTE:** WINNEMUCCA CONVENTION & VISITORS AUTHORITY BOARD

**AYES:** Stone, Arant, Mavity,

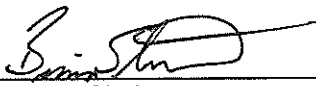
**NAYS:**

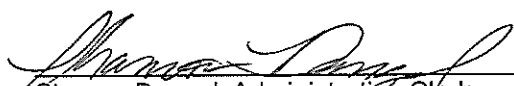
**ABSTAIN:** Cerri, Boyle

**ABSENT:**

**APPROVED:**

**ATTEST:**

  
\_\_\_\_\_  
Brian Stone, Chair

  
\_\_\_\_\_  
Shanna Dangel, Administrative Clerk