

WINNEMUCCA CONVENTION & VISITORS AUTHORITY  
Meeting Minutes – Regular Meeting  
November 16, 2022  
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:*

|                            |                                     |
|----------------------------|-------------------------------------|
| Terry Boyle, in-person     | Chair and Motel Representative      |
| Brian Stone, in-person     | Vice Chair and Hotel Representative |
| John Arant, in-person      | Business Representative             |
| Ron Cerri, in-person       | County Representative               |
| Kent Maher, in-person      | Board Counsel                       |
| Kendall Swensen, in-person | Board Administrator                 |

*Convention and Visitors Authority Board Officials Absent:*

|                 |                                   |
|-----------------|-----------------------------------|
| Jim Billingsley | Treasurer and City Representative |
|-----------------|-----------------------------------|

*Staff Members Present:*

|                         |                           |
|-------------------------|---------------------------|
| Kim Petersen, in-person | Director                  |
| Liz Barnard, in-person  | Administrative Specialist |

*Staff Members Absent:*

None

*Others Present:*

|  |   |
|--|---|
| Julie Lingefelter, via remote technology | Nevada Reined Cow & Cutting Horse Association |
| Nancy Samon, via remote technology       | Nevada Reined Cow & Cutting Horse Association |
| Kimberly Madrid, in-person               | Winnemucca Balloon Festival                   |
| Mary Lou Curti, in-person                | Ladies Golf Couples Tournament                |
| Jerry Ann Fenkell, in-person             | Ladies Golf Couples Tournament                |
| Sunny and Rob Johnson, in-person         | Winnemucca Host Lions Club                    |

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

The meeting was called to order at 4:09 pm; the four board members in attendance constituted a quorum.

2. PUBLIC COMMENT

No public comment.

3. MEETING NOTICE REPORT

Board Chair Boyle reported that the meeting notice and agenda were posted by staff prior to 9:00 am Thursday, November 10, 2022, at 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.

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

**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, 4-0.**

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## 5. CLAIMS REVIEW

The following claims were submitted in list form to the board members with the meeting notice and agenda, with 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   | 26426 - 26473        | \$193,074.29  |

**Brian Stone moved to approve all claims submitted for November 16, 2022. Motion carried, 4-0.**

## 6. CONSENT AGENDA

6.1. WCVA Meeting Minutes  
Meeting Minutes October 19, 2022

6.2. Accommodation Tax 9-month refund requests as follows: Miner (\$426.60), Smirnes (\$902.40), Simonson (\$1,104.00), Ammann (\$1,614.00), Maliner-Colvin (\$2,166.00)

**John Arant moved to approve the consent agenda as presented. Motion carried, 4-0.**

## 7. GENERAL BUSINESS

7.1. Kent Arrien, Humboldt County Shooting Park, request for Cooperative Funding underwriting of matching funds for grant funding in the amount of \$13,586 and a grant of \$1,510

The board reviewed the request and agreed that supporting the Shooting Park provides a unique opportunity for people from the community as well as those visiting the area.

**John Arant moved to approve the requests for \$1,510 grant funding and \$13,586 underwriting for a total of \$15,096 cooperative funding. Motion carried, 4-0.**

7.2. Request for payment of WEC facility fees for the Cody Louk Invitational High School Wrestling Tournament, December 9-10, 2022, \$2,900

The board agreed this is a good event that brings people to town.

**John Arant moved to approve the requests to pay the WEC Facility Fees in the amount of \$2,900. Motion carried, 4-0.**

7.3. 2023 WCVA Cooperative Funding requests – The requesting groups, organizations or events in this section are prior recipients of various types of funding from the WCVA and they are renewing their respective requests for annual funding with the relevant details included in the funding application linked to the board meeting agenda for this meeting.

The board reviewed the applications and requests, considered the event history, and took the following actions:

NRCCHA Dave Grashuis Memorial Show 2023 Cooperative Funding

**John Arant moved to approve the requests for \$7,500 grant funding and \$12,500 underwriting for a total of \$20,000 cooperative funding. Motion carried, 4-0.**

NRCCHA Spring Spectacular Show and Derby 2023 Cooperative Funding

**Terry Boyle moved to approve the requests for \$5,000 grant funding and \$10,000 underwriting for a total of \$15,000 cooperative funding. Motion carried, 4-0.**

Winnemucca Ladies Golf Club 2023 Couples Tournament Cooperative Funding

**Brian Stone moved to approve the request for \$4,920 grant funding. Motion carried, 4-0.**

Winnemucca Balloon Festival 2023 Cooperative Funding

**Brian Stone moved to approve the request for \$2,000 grant funding. Motion carried, 4-0.**

7.4. 2023 Facility Grant Requests - The requesting groups, organizations or events in this section are prior recipients of facility grant funding from the WCVA and they are renewing their

respective requests for annual facility grant funding with the relevant details included in the funding application linked to the board meeting agenda for this meeting.

The board reviewed the application, considered the event history, and took the following action:

Winnemucca Host Lions Club 2023 Festival of the Trees Facility Grant

**John Arant moved to approve the request for \$2,300 facility grant for the East Hall. Motion carried, 4-0.**

- 7.5. Request for authorization to purchase video and sound system equipment replacement and upgrades for the Convention Center West Hall from Vision Control Associates of Nevada at an estimated cost not to exceed \$92,000.

Director Petersen presented the quote from Vision Control Associates. The upgrade will allow the Convention Center to continue using the current technology while ensuring that all components are up to date. Winnemucca is several hours distant from locations offering support for the A/V system and if there are component failures, it can be several days before the system is restored to an operating status. The upgrade to the system will allow remote access in case of technical difficulties and will provide a simpler user interface.

**John Arant moved to approve the request to upgrade the audio-visual system in the West Hall at a cost not to exceed \$92,000. Motion carried, 4-0.**

- 7.6. Request for approval of upgrades to Wi-Fi system for Convention Center and Events Complex  
**No action was taken.**

- 7.7. Request for approval of the option to close Convention Center facilities December 27-30, 2022, and allow staff to use personal leave for the closure days

**The Board by consensus agreed with the staff decision for closure of the Convention Center facilities December 27-30, 2022.**

## 8. DIRECTOR'S REPORT

### 8.1 Update on East Hall projects

Director Petersen presented conceptual images from the architect. The board questioned what type of material the façade on the lower portion of the building will be made from. The updated images include a reader board that wraps around three sides. The reader board is graphics capable but does not have video function.

### 8.2. Update on Event Center lighting upgrade

The cost to upgrade the lights has gone down. Wedco, the supplier, was able to find a less expensive option to use that will work just as well as originally proposed. The updated cost will be slightly more than half of the approved funding.

## 9. COUNSEL REPORT

No Report

## 10. BOARD ADMINISTRATOR FINANCIAL REPORTS

### 10.1. Financial Reports

Reports were available in the board packet for review.

Administrator Swensen noted that room tax revenue is on par with last year. The Local Government Investment Pool continues to earn interest. He noted that while the investment account has lost value, if the board lets the investment stay to the maturity of the bonds, there will be no loss.

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11. OTHER REPORTS

11.1. Miscellaneous Reports

Reports were available in the board packet for review.

12. PUBLIC COMMENT

No public comment.

13. ADJOURNMENT

**John Arant moved to adjourn the meeting at 5:14 p.m. Motion carried, 4-0.**

Respectfully submitted,

Liz Barnard  
Administrative Specialist

**APPROVED:** January 19, 2023

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

**AYES:** Boyle, Stone, Arant, Cerri  
**NAYS:** \_\_\_\_\_  
**ABSTAIN:** \_\_\_\_\_  
**ABSENT:** Mavity

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Liz Barnard, Administrative Specialist