

WINNEMUCCA CONVENTION & VISITORS AUTHORITY
Meeting Minutes – Regular Meeting
September 21, 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	Chairman and Motel Representative
Brian Stone, in-person	Vice Chairman and Hotel Representative
Jim Billingsley, in-person	Treasurer and City Representative
John Arant, in-person	Business Representative
Ron Cerri, via remote technology	County Representative
Kent Maher, via remote technology	Board Counsel

Convention and Visitors Authority Board Officials Absent:

Kendall Swensen	Board Administrator
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Staff Members Present:

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

Staff Members Absent:

None

Others Present:

Ashley Maden	Winnemucca Domestic Violence Services Board
Dana Toth	Winnemucca Historic Resources Committee
Richard Fale	Pacific Sports International
Sila Kapetaua	Championship Rugby League

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

The meeting was called to order at 4:00 pm; the five 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 Friday, September 16, 2022, at the Convention Center West Hall (the place of the meeting), online at notice.nv.gov, online at winnemucca.com, online at humboldtcountynv.gov, and at the Humboldt County Court House and Winnemucca City Hall. 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

Brian Stone moved to make a finding that no item on the agenda appears to impose a direct and significant economic burden on a business or appears 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, 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	26307 - 26374	\$238,640.21

John Arant moved to approve all claims submitted for September 21, 2022. Motion carried, 5-0.

6. CONSENT AGENDA

6.1. WCVVA Meeting Minutes

Meeting Minutes August 17, 2022

Special Meeting Minutes September 2, 2022

6.2. Accommodation Tax 9-month refund request as follows: Rexin (\$1039.80), McMillin (\$601.92), Waite (\$603.72), Briggs (\$936.00), Prudencio (\$886.80), Baker (\$660.67), Yeates (\$426.60)

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

7. GENERAL BUSINESS

7.1. Cumming Management Group presentation and report of the East Hall exterior renovation concepts, proposals and estimated costs. Request for: (i) a determination from the board on proceeding or not proceeding with renovation proposal(s); and, (ii) possible direction to staff on the renovation priorities and next steps in the renovation process

Kristin Hillmer with the Cumming Group and Kevin Kemner with TSK presented several concepts for the East Hall exterior renovation. The board members discussed the design features and their preferences. The consensus was that the EIFS siding option looks to be most cost effective. Hillmer and Kemner will take the feedback from the board, refine the concept further and submit the concept for review.

No action taken.

7.2. Richard Fale, Tom Stevenson, Championship Rugby League, LLC, update on Rugby events scheduled for October 1 and October 22, 2022

Richard Fale and Sila Kapetaua provided the board with an update on the rugby events scheduled for October 1 and October 22, 2022, in Winnemucca.

No action taken.

7.3. Dana Toth, North Central Nevada Historical Society, request for cooperative funding for Haunted Bridge Street event, October 29, 2022, \$2,500

Dana Toth, on behalf of the North Central Nevada Historical Society, reported last year's event was considered a success. This year they are not charging admission to allow more people to participate. Currently, they have commitments from 11 vendors as well as 20 actors that will wear period attire. The Chamber of Commerce will have their Trunk or Treat event just prior to the start of this event, and several of the small businesses on Bridge Street will remain open to encourage more participation. The funding application did not designate whether the funding was to be a grant or underwriting. After discussion with Toth, it was determined that a grant would be most appropriate.

Jim Billingsley moved to approve the request for \$2,500 as grant funding. Motion carried, 5-0.

7.4. Michelle Hammond Allen, Winnemucca Domestic Violence Services, request for facility grant for the Mayor's Ball, October 14, 2022, up to \$800

Ashley Maden, Winnemucca Domestic Violence Services representative, explained the request. The board agreed it is a good event for the community.

Jim Billingsley moved to approve the facilities grant as requested. Motion carried, 5-0.

7.5. Request for approval of regular board meeting dates through January 2023

Director Petersen presented the board meeting schedule through January 2023. The October and November meetings follow the regular schedule. The December meeting will not be held. The meeting in January will be on Thursday, January 19, 2022 at the City Hall meeting room, because there is not a meeting room available at the Convention Center that week.

Terry Boyle moved to approve the proposed meeting dates through January 2023 as requested. Motion carried, 5-0.

8. DIRECTOR'S REPORT

Director Petersen reported on the following projects at the Events Complex: (i) additional parking is being added to the east of the Event Center; (ii) the lighting for the Event Center parking lot is being updated to provide better coverage; (iii) dirt is being moved to bring up the level of the Pavilion warm-up arena; and, (iv) Ag. District #3 is working on a master plan for the Events Complex.

9. COUNSEL REPORT

No report.

10. BOARD ADMINISTRATOR FINANCIAL REPORTS

10.1. Financial Reports

Reports were available in the board packet for review.

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 5:15 p.m. Motion carried, 5-0.

The meeting was adjourned to the next regular meeting, or to the earlier call of the Chair or of any three (3) members of the Board.

Respectfully submitted,

Liz Barnard
Administrative Clerk

APPROVED: October 19, 2022

VOTE: WINNEMUCCA CONVENTION & VISITORS AUTHORITY BOARD

AYES: Boyle, Stone, Arant, Billingsley, Cerri

NAYS: _____

ABSTAIN: _____

ABSENT: _____

APPROVED:

ATTEST:

Terry Boyle, Chair

Liz Barnard, Administrative Clerk