

**ELKO CONVENTION & VISITORS AUTHORITY
REGULAR BOARD MEETING
TUESDAY, FEBRUARY 27, 2018
ELKO CONVENTION CENTER
CEDAR ROOM 8:30 A.M.
MINUTES**

1. Roll call and welcome Reece Keener

ECVA Board Members Present: Matt McCarty
Delmo Andreozzi
Dave Zornes
Reece Keener

ECVA Staff Present: Don Newman, Executive Director
Tom Lester, Tourism & Convention Manager
Steve Wehde, Facility Manager
Susan Paprocki, Comptroller
Erin Myers, Events Coordinator
Kimberlee Longley, Facility & Catering Coordinator

Visitors Doris Toothman
Carrie Eary

Board Chairman, Mr. Matt McCarty, introduced Mr. Reece Keener and welcomed him to the Board.

2. Call to order and Pledge of Allegiance

Board Chairman, Mr. Matt McCarty, called the meeting to order at 8:30 am.

3. Public Comments- **Non- Action Item**

Pursuant to N.R.S 241.020, 2(c) (3), this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.

None at this time.

4. Approval of minutes from the Board meeting of January 23, 2018 – **Action Item (public comment)**

Mr. Delmo Andreozzi made a motion to approve the minutes from the Board Meeting of January 23, 2018. Mr. Dave Zornes seconded the motion. Mr. Reece Keener abstained from voting. Motion passed.

5. **NEW BUSINESS:**

5B-0227-18 Review, discussion and possible approval of a marketing support funds request from the Jake Eary Memorial Rodeo in the amount of \$2000 as approved by the ECVA Marketing Committee– **Action Item (public comment)**

Mr. Andreozzi introduced Mrs. Carrie Eary and stated that the Marketing Committee has supported this event for many years. He stated that they forwarded a recommendation of support to the board for this event.

Mrs. Eary stated that the event is in its 8th year and that it has grown every year. She explained that it started out at the Horse Palace in Spring Creek but due to growth they had to move it into Elko to the Fairgrounds. She stated that they have contestants that come in from all over the country.

Further discussion took place.

Mr. Dave Zornes made a motion to approve marketing support funds for the Jake Eary Memorial Rodeo in the amount of \$2000 as approved by the ECVA Marketing Committee. Mr. Delmo Andreozzi seconded the motion. Motion passed unanimously.

5A-0227-18 Review, discussion and possible approval of a marketing support funds request from the Nevada Quarter Horse Association in the amount of \$5000 as approved by the ECVA Marketing Committee
– **Action Item (public comment)**

Mr. Newman stated that Mrs. Laurel Watchel of the NQHA was not able to attend today. He stated that this is another event that the ECVA has supported for many years. He explained that there were some scheduling conflicts at the fairgrounds last year and they were not able to put on the event but it will be taking place again this year. He explained that this event brings a lot people and business into the Elko area.

Further discussion took place.

Mr. Delmo Andreozzi made a motion to approve marketing support funds for the National Quarter Horse Association in the amount of \$5000 as approved by the ECVA Marketing Committee. Mr. Reece Keener seconded the motion. Motion passed unanimously.

6. OLD BUSINESS:

6A-0227-18 Update regarding the possible approval to authorize Bob Wines to send a “Demand Letter for Payment” To JJ’s BBQ for their delinquent catering fees owed to the ECVA - Non – **Action Item**

Mr. Newman explained that at the last meeting they had discussed authorizing Mr. Wines to send a “Demand Letter for Payment” To JJ’s BBQ for their delinquent catering fees but decided to authorize ECVA Board Chairman Mr. Matt McCarty to reach out to them first. He stated that the ECVA received payment in full within 2 days of Mr. Matt McCarty’s phone call.

Further discussion took place.

6B-0227-18 Update regarding the purchase and installation of a water softener system for the Convention Center from Chester Plumbing – **Non-Action Item**

Mr. Newman stated that Chester finished installing this yesterday so our new system is up and running in the Convention Center. He stated that luckily our old system never sprung a leak. He stated that he believes that the unit they replaced was original to the building. Chester will be starting the installation in the Conference Center as soon as that unit comes in.

Further discussion took place.

7. STAFF REPORTS:

7A-0227-18 Comptroller's Report/Approval of the January expenditures and all matters related to
– **Action Item (Public Comment)**

Mrs. Susan Paprocki stated that room tax proceeds for December 2017 were received on February 2nd. December 2017 general fund room tax received \$31,429.07, compared to December 2016 when we received \$33,476.02 this is a decrease of 6.11%. December 2017 marketing fund room tax received \$23,158.26; in December 2016 marketing fund room tax received \$24,666.54. This is also a decrease of 6.11%. Year to date room tax proceeds are up 6.42%.

Ad Valorem taxes received in January 2018 were for December 2017 and were in the amount of \$59,067.60. In December 2016 Ad Valorem received \$56,975.84; this is an increase of 3.67%. Year to date Ad Valorem taxes are up 4.2%. Mrs. Paprocki then stated that the total claims for the month of January 2018 were in the amount of \$247,960.73. She then listed some of the larger purchases made in the month of January.

Mr. Delmo Andreozzi made a motion to approve the January 2018 Claims in the amount of \$247,960.73. Mr. Dave Zornes seconded the motion. Motion passed unanimously.

Further discussion took place.

7B-0227-18 Convention & Tourism Report - **Non-Action Item**

Mr. Lester stated that he attended Go-West Summit and ABA in January. He attended the Boise Golf & Travel Expo in February with representatives from the Hampton. He got some promising leads from these shows and they will be sent out to the hoteliers and lodging partners soon. Mr. Lester stated that they received a grant from the NCOT to reprint the Adventures on the Edge brochure, those have been sent out to print and we should be receiving them soon. He stated that he is also reprinting the "Fun Maps" and will be writing a grant cover the cost as well. He explained that those are done through a partnership with the Cowboy Country Territory. Mr. Lester stated that there were 16 media writers in attendance at the Cowboy Poetry Gathering. He stated that a German media publication posted a blog about the gathering and then referenced his board report explaining that he had included the web address in it if they were interested in it. He stated that the Cowboy Country Territory Newsletter went out for January through April. Cowboy Country Territory now has over 4100 likes on Facebook.

Further discussion took place.

7C-0227-18 Marketing Report - **Non-Action Item**

Mr. Newman stated that Mrs. Nelson was not able to be here today but her report is included in the packet for them to read through. He then passed around various publications she has placed ads in as well as marketing materials she has designed.

Further discussion took place.

7D-0227-18 Events Report - **Non-Action Item**

Mrs. Erin Myers stated that she is focused on Mine Expo now. She has over 100 current exhibitors registered to date. The deadline for current exhibitors to get their contracts in will be March 5th. After that she will be doing a round of courtesy calls. She stated that United Rentals came on as the official power sponsor and Shell Oil will sponsor the opening reception at the Red Lion again this year. She stated they have raised the price for tickets from \$35 to \$40. Mrs. Myers then stated that the Golf Tournament registration will open on April 3rd to registered exhibitors and gold sponsors.

Further discussion took place.

7E-0227-18 Facilities Report - **Non-Action Item**

Mr. Wehde stated that it has been a really busy month and the guys have been working hard to keep up with all of the flips. He stated that Imagine Technology has been here working with Rise Broadband to get the internet switched over.

Further discussion took place.

7F-0227-18 Administrative Report – **Non-Action Item**

Mr. Newman passed around the updated golf sponsorship information for the Mine Expo and explained the changes. He stated that the budget timeline is attached to his report; we will address this at the March 27th meeting. He explained that sometime before the march meeting him and Susan will sit down with each board member individually and go over the budget and answer any questions they may have. He stated that he will be in Carson City during the March meeting. He stated that the room tax report is attached. The Nevada Broadcasters report is included as well and this continues to be a great return on our dollar.

Mrs. Longley explained her report and stated that she is still waiting on payment on a few invoices. She stated that February was busy but it continues to get busier in March and even more so in April.

Further discussion took place.

8. Public Comments – **Non-Action Item**

None at this time.

9. Board Comments – **Non-Action Item**

Mr. Andreozzi asked if the cost of the Conference Center utilities was on track with where we had predicted.

Mr. Newman stated that it is, maybe even cheaper.

Further discussion took place.

10. Adjournment:

Meeting adjourned at 10:18 am

The Chairman and/or Vice Chairman reserve the right;

1. To change the order of agenda items; and
2. Recess the meeting and continue at another specific date and time.



Matt McCarty- Chairman