

**ELKO CONVENTION & VISITORS AUTHORITY
REGULAR BOARD MEETING
TUESDAY, JANUARY 24, 2017
ELKO CONVENTION CENTER
CEDAR ROOM 8:30 A.M.
MINUTES**

1. Roll call

ECVA Board Members Present: Matt McCarty
Barry Bhakta
Delmo Andreozzi
David Zornes
John Rice

ECVA Staff Present: Don Newman, Executive Director
Juli Nelson, Marketing Coordinator
Susan Paprocki, Comptroller
Kandiss Fallowfield, Events Coordinator
Tom Lester, Tourism & Convention Manager
Amber Merz, Administrative Assistant

Visitors Doris Toothman

2. Call to order and Pledge of Allegiance

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

Mr. Don Newman stated that Mr. Delmo Andreozzi had a prior engagement and would have to leave 9:00 am today.

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.

* Introduction of new Board member, Dave Zornes – Non-Action Item

Mr. Matt McCarty stated that he would like to take this time to introduce our newest Board Member, Mr. Dave Zornes.

**Mr. John Rice arrived at 8:32 am.*

The Board and ECVA Staff welcomed Mr. Zornes to the ECVA Board of Directors.

4. Approval of minutes from the Special Board meeting of December 21, 2016 – **Action Item (public comment)**

Mr. Delmo Andreozzi made a motion to approve the minutes from the Special Board Meeting of December 21, 2016. Mr. Barry Bhakta seconded the motion. Mr. Zornes abstained from voting. Motion passed.

5. **NEW BUSINESS:**

5A-0124-17 Election of the Chairman and Vice Chairman for the 2017 ECVA Board of Directors – **Action Item (public comment)**

Mr. McCarty asked if there were any nominations for Chairman and Vice Chairman.

Mr. Delmo Andreozzi stated that he would like to nominate Mr. McCarty for Chairman of the Board.

Mr. John Rice stated that he would like to nominate Mr. Andreozzi for Vice Chairman of the Board.

Mr. McCarty and Mr. Andreozzi both stated that they were honored to accept the nominations.

Mr. John Rice made a motion to elect Mr. Matt McCarty for the Chairman and Mr. Delmo Andreozzi for the Vice Chairman of the 2017 ECVA Board of Directors. Mr. Barry Bhakta seconded the motion. Motion passed unanimously.

Mrs. Doris Toothman congratulated Mr. McCarty and Mr. Andreozzi.

5B-0124-17 Election of the ECVA Board Representatives for the 2017 Lodging and Marketing Committees – **Action Item (public comment)**

Mr. McCarty stated that he believes that Mr. Newman had spoken to Mr. Bhakta and Mr. Andreozzi about remaining in their positions on the committees and they were both happy to do so.

Mr. Andreozzi and Mr. Bhakta both stated that they would both feel comfortable continuing in their positions on the committees.

Mr. McCarty asked if the other Board Members would like to make any comments or have any discussion on the matter.

Hearing none he moved forward.

Mr. John Rice made a motion to reelect Mr. Barry Bhakta to the Lodging Committee and Mr. Delmo Andreozzi to the Marketing Committee for the 2017 term. Mr. Dave Zornes seconded the motion. Motion passed unanimously.

5C-0124-17 Discussion and possible approval of the 2017 ECVA Marketing Committee members for the term year February 1, 2017– January 31, 2018 – **Action Item (public comment)**

Mr. Matt McCarty referenced item 5C-0124-17 in the Board Packet and stated that there is currently an opening under the Elko Regional Airport and California Trails Center as far as who is going to represent those organizations and Mr. James Wiley will be joining under category B.

Mr. Newman stated that with Mr. Carpenters passing there was an open space in Category B. They felt that with the new ball fields that the City is building as well as the Snow Bowl it would be appropriate to move James and the Elko Parks and Recreation into the Business Category. They then decided to put the Hospital into Mr. Wiley's old position under Category C, Business at Large.

Further discussion took place.

Mr. Andreozzi made a motion to approve of the 2017 ECVA Marketing Committee members for the term year February 1, 2017– January 31, 2018. Mr. John Rice seconded the motion. Motion passed unanimously.

5D-0124-17 Discussion and possible approval to revise bank account(s) signatures and all matters related to; deleting Delynn Jones and Gary Morfin and adding Dave Zornes – **Action Item (public comment)**

Mr. John Rice made a motion to revise bank account signatures; deleting Delynn Jones and Gary Morfin and adding Dave Zornes. Mr. Barry Bhakta seconded the motion. Motion passed unanimously.

6. OLD BUSINESS:

6A-0124-17 Discussion and possible approval of corrective action letter to the Nevada Department of Taxation regarding the 2016 Annual Audit – **Action Item (public comment)**

Mr. McCarty stated that this item is regarding the Department of Taxations and the construction of the Conference Center. He explained that the Department of Taxation was concerned that we did not have a super majority vote to approve the construction and that they were not notified prior to the construction. Due to this we did receive a Material Note on our audit. He stated that we were the first to use this P3 process in the state so it was a new issue for them.

Mr. Newman stated that these issues all arose after the construction was complete due to the ECVA being the trailblazers for this method in the area.

Further discussion took place.

Mr. Newman stated that the other part of this letter was due to the misclassification of capital funds. He stated that they did have Mrs. Gage review this letter before they brought it to the Board.

Mr. Delmo Andreozzi made a motion to approve the corrective action letter to the Nevada Department of Taxation regarding the 2016 Annual Audit. Mr. Barry Bhakta seconded the motion. Motion passed unanimously.

Mrs. Paprocki stated that she would need the Board Members signatures on the letter before she sent it.

7. STAFF REPORTS:

7A-0124-17 Comptroller's Report/Approval of the December expenditures and all matters related to – **Action Item (Public Comment)**

Mrs. Susan Paprocki stated that Room Tax for November was received in December. General Fund Room Taxes were \$41,766, an increase of 14 %, Marketing Fund Room Taxes were \$30,775, which is up 14% as well. Year to Date Room Tax is up 6.38%. Novembers Ad Valorem Tax was received in December and was \$22,581, year to

date Ad Valorem is up .10%. Mrs. Paprocki then stated that total claims for December of 2016 are \$239,184.30 and she read off some of the larger payments made in that month which she had listed in her report. She stated that there was no new investment activity in December.

Further discussion took place.

Mr. Delmo Andreozzi made a motion to approve the December 2016 claims and expenditures in the amount of \$239,184.30. Mr. John Rice seconded the motion. Motion passed unanimously.

Mr. Delmo Andreozzi stated that he would like to welcome Mr. Zornes to the Board and then excused himself from the meeting.

7B-0124-17 Convention & Tourism Report - **Non-Action Item**

Mr. Tom Lester stated that he has been very busy. He then listed his travel schedule for the Board. He stated he would be attending Select Traveler, Chamber Bank and Reunions and Go-West Summit. He stated that he just got back from American Bus Association. He and Don Westfall attended the Nevada Museum Association Conference and that Elko was awarded that conference next year. He told the Board that he is working with Shebby Lee tours and that she may bring in a bus group for Trails Days. Mr. Lester stated that Cowboy Country Territory has over 3700 likes on Facebook. He stated that he received another \$10,000 grant to continue with the Redirect marketing campaign and that he has changed the geo-fences for that campaign. Mr. Lester then told the Board the he and the ECVA staff are currently working with the NCOT on Rural Round up which Elko will be hosting in April.

Mr. Zornes asked how many people they were expecting for Rural Round up and the Museum Conference.

Mr. Lester stated that there should be at least 200 at Rural Round Up and at least 100 for the Museum Conference.

Further discussion took place.

Mr. McCarty stated that before Mr. Rice left he wanted to talk about one thing. Recently there had been discussion on phasing out the 50 passenger jets that are used for the Elko to Salt Lake flights. If they were phased out they would be replaced with a 90 passenger jet, this would be too large to service Elko therefore we would have most likely lost our air service. Luckily the decision was made to approve the 50 passenger jets for use for another 9 years.

Discussion on air service took place.

**Mr. John Rice excused himself at 9:11 am.*

7C-0124-17 Marketing Report - **Non-Action Item**

Mrs. Juli Nelson stated that the Gear show is the biggest thing she is working on right now. She stated that the that invitation to submit items were sent out to last year's artists and so far we have received registration from 13 artists with a total of 18 items. Mrs. Nelson explained that there are also artists that Mr. John Wright has been dealing with on his own as well so she is anticipating more. Mrs. Nelson stated that as always she is working with Tom promoting Elko and area events. She is also helping Kandiss with sponsorships for the Mine Expo. She stated that they are updating the accommodations brochure and if you have updates please email them to her, she will be using the old photos as well so if you want an updated photo please email it to her as well.

Further discussion took place.

7D-0124-17 Events Report - **Non-Action Item**

Mrs. Kandiss Fallowfield stated that calendars are here and you can grab some in the office if you need them. She stated that she sent out registration packets for the Mining Expo the first week in January. Juli put those registration packets on the website as well. Mrs. Fallowfield stated that the Opening Reception will be held at Red Lion again this year. Cashman was the biggest co-sponsor of the Opening Reception in previous years but they will not be sponsoring this year so there is a great sponsorship opportunity available.

Mr. McCarty asked if this was due to Cashman's desire for private audience.

Kandiss stated that it was and then explained that they took issue with their competitors being in attendance and they had to be reminded that it was the Opening Reception for the Mining Expo on multiple occasions.

Further discussion took place.

Mrs. Kandiss Fallowfield stated that they have over 60 new companies on the waiting list and March 6 is the deadline for booth registration. She explained that golf registration used to open in February but this year golf is pushed back until after booth registration. They are doing this so that they can put emphasis on registration and ensure that golf is open to exhibitors and sponsors before it is open to everyone else. She stated that she has also started to think about Safety Olympiad already and that Kinross is the hosting mine this year.

Further discussion regarding golf took place.

7E-0124-17 Facilities Report - **Non-Action Item**

Mr. Don Newman stated that Steve is very busy today, Barrick was doing ARTs yesterday and the maintenance crew is flipping for a funeral. They will then have to set up for the Cowboy Poetry Gathering. Mr. Newman stated that the guys are staying very busy with snow clean up and the City was actually out plowing Moren Way.

7F-0124-17 Administrative Report – **Non-Action Item**

Mr. Newman stated that he normally works with Aggreko to secure power for the Mining Expo but Matt Murrey is no longer with the company and they don't have a local representative any more. He stated that he has spoken with a different Aggreko employee who has expressed interest in continuing with the sponsorship though. Mr. Newman told the Board that he and Mrs. Fallowfield had met with Mr. Jeff Remington on of the Rides and Rods Car show that normally takes place during the EMJ. Their meeting was to discuss merging the Rides and Rods show and the Elko Classic Car Show into one car show. That meeting went well.

Mrs. Fallowfield stated that she feels this would be a good merger because the ECVA Office Staff doesn't know much about cars so it would be great to have the help of car enthusiasts. She explained that we are great with planning, layout, registration etcetera but none of us are particularly knowledgeable about classic cars.

Mr. Newman stated that Mrs. Jones had initially planned on coming back to help during budget season but he doesn't feel we will need the help as Mrs. Paprocki has jumped right in figured things out very quickly. Mr. Newman then stated that Mrs. Longley's facility usage report was included at the back of the packet as well as the Nevada Broadcasters report. He read through the facility usage report for the Board and stated that even with 2 buildings Kim is still having to turn down bookings.

Further discussion took place.

8. Public Comments – Non-Action Item

None at this time.

9. Board Comments – Non-Action Item

Mr. Dave Zornes stated that he was very happy to be here and is look forward to serving on the Board.

Mr. McCarty stated that legislative session is taking place in 2 weeks.

10. Adjournment:

Meeting adjourned at 9:54 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- Vice Chairman