

**ELKO CONVENTION & VISITORS AUTHORITY
REGULAR BOARD MEETING
TUESDAY, SEPTEMBER 25, 2018
ELKO CONVENTION CENTER
CEDAR ROOM 8:30 A.M.
MINUTES**

1. Roll call

ECVA Board Members Present: Matt McCarty
Delmo Andreozzi
Barry Bhakta
Reece Keener

ECVA Staff Present: Don Newman, Executive Director
Steve Wehde, Facility Manager
Juli Nelson, Marketing Coordinator
Susan Paprocki, Comptroller
Amber Merz, Administrative Assistant
Erin Myers, Events Coordinator

Visitors Doris Toothman

2. Call to order and Pledge of Allegiance

Board Chairman, Mr. Matt McCarty, called the meeting to order at 8:42 am and stated that Mr. Zornes was not present 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.

None at this time.

4. Approval of minutes from the Board meeting of August 28, 2018 and the Special Board Meeting of September 6, 2018 – Action Item (public comment)

Mr. Reece Keener stated he noticed a typo in the 4th paragraph of the Special Meetings Minutes, it stated that he “mad a motion” and it should be changed to “made a motion”.

Mr. Delmo Andreozzi stated that his disclosures were in both sets of minutes but he would like it if they could be changed to reflect the exact verbiage he used which was that he had “no direct pecuniary interests in the matter”.

Mr. Reece Keener made a motion to approve the minutes from the Board meeting of August 28, 2018 and the Special Board Meeting of September 6, 2018 with the stated changes. Mr. Delmo Andreozzi seconded the motion. Motion passed unanimously.

5. NEW BUSINESS:

6. OLD BUSINESS:

6A-0925-18 Update regarding the status of the RT-2 rooftop HVAC project and all matters related to
Non-Action Item

Mr. Don Newman stated that everything went as expected with the reversal of the Snyder bid and acceptance of the Chester bid. Contracts were signed last week while he was out of town. He also gave the ECVA's 3-month time line to Mr. Johnson. The new unit has been ordered, it is coming from Canada. He explained that most heating and cooling parts are manufactured outside of the US due to the EPA. Mr. Newman stated that because the unit is coming from Canada the price is subject to change due to tariffs.

Mr. Keener asked if it was a 10% tariff.

Mr. Newman stated he believed it was somewhere in that price range.

6B-0925-18 Update regarding the status of the Executive Director search process and all matters related to – **Non-Action Item**

Mr. Newman stated that they are running recruitment ads in Boise, with the Reno Gazette, with DMA West and with the Elko Daily Free Press in Elko and the Twin Falls Area. He stated that so far, they have received 7 applications but only 3 of those are actually qualified.

Mr. Andreozzi stated that he contacted Elko County HR and asked them to look into any resources that may be available to help with this process.

Further discussion took place.

7. STAFF REPORTS:

7A-0925-18 Comptroller's Report/Approval of the August expenditures and all matters related to
– **Action Item (Public Comment)**

Mrs. Susan Paprocki stated that Room Tax for July 2018 was received on September 4th 2018 and was as follows; General Fund Room Tax for July 2018 was in the amount of \$87,619.89 compared to the \$72,727.20 General Fund Room Tax received in July 2017 this was an increase of \$14,892.69 or 20.48%. Marketing Fund Room Tax for July 2018 was in the amount of \$64,562.02, compared to the \$53,588.46 Marketing Fund Room Tax received in July 2017 this was an increase of \$10,973.56 or 20.48%. Year to date Room Tax proceeds are up 20.48% in General and Marketing Fund. Facility Expansion Room Tax at fiscal year-end, June 30, 2018, received \$211,871.38. This was an increase of \$19,207.10 or 9.97% compared to the \$192,665.24 that the June 2017 fiscal year ended with. Ad

Valorem Taxes received in August 2018 from Elko County were for the month of July 2018 in the amount of \$33,901.10, compared to July 2017s \$34,942.07 this was a decrease of -\$1,040.97 or -2.98%. Mrs. Paprocki then stated that total claims for August 2018 were in the amount of \$220,334.91, Print N Copy claims for August 2018 were in the amount of \$405.11, so total claims less Print N Copy came to \$219,929.80.

Mr. Delmo Andreozzi made a motion to approve the August 2018 claims less Print N Copy in the amount of \$219,929.80. Mr. Reece Keener seconded the motion. Motion passed unanimously.

Mr. Delmo Andreozzi made a motion to approve the August 2018 Print N Copy claims in the amount of \$405.11. Mr. Barry Bhakta seconded the motion. Mr. Reece Keener abstained from voting. Motion passed.

7B-0925-18 Convention & Tourism Report - **Non-Action Item**

Mr. Matt McCarty stated that Mr. Lester was not able to be here today but his report was in the packet.

Mr. Newman stated that he would like to bring their attention to the portion of his report about the French FAM tour.

Further discussion took place.

7C-0925-18 Marketing Report - **Non-Action Item**

Mrs. Juli Nelson stated that promotion of Elko and area events continues using printed ads and various other media. She stated that the car show was a huge success again this year, which she feels has a lot to do with all of the advertising. Mrs. Nelson stated that Redpath will no longer be sponsoring the Mine Expo Golf Tournament shirts so she is working hard to find another company that would like to take that sponsorship over. She stated that we are working with John Wright again to put on the Gear Show so she is currently promoting that event which will be held at the new Cowboy Arts and Gear Museum this time.

7D-0925-18 Events Report - **Non-Action Item**

Ms. Erin Myers state that we had 233 cars registered for the show this year with 88 pre-registered. In 2017 there were 229 cars so there was some growth. 189 of the registrants were from Nevada, 34 from Idaho, 5 from Utah and 1 each from Arizona, California, New Mexico, Oregon and Wyoming. She stated that she still doesn't know what is going to happen next year with Rides and Rods. Ms. Myers stated that she is currently working on getting the word out about the 2019 Elko Area Events Calendar, deadlines for photo and event submissions will be October 12th. She stated that she is already getting lots of questions about the Festival of Trees so she is starting work on that as well. She reminded them that the theme for this year's event is Rustic Yuletide.

Further discussion took place.

7E-0925-18 Facilities Report - **Non-Action Item**

Mr. Steve Wehde stated that the Maintenance crew is doing well. The Health Inspector was here recently and we did get dinged 5 points for a dishwasher malfunction but that issue has been repaired and they will be coming back to check it again soon. He stated that he will let Don address the new hire, Mario. He stated that they are all staying busy.

Further discussion took place.

7F-0925-18 Administrative Report – **Non-Action Item**

Mr. Newman stated that the Wellness Program is coming up in October. He explained that all employees are asked to participate and in this as it reduces insurance costs to the ECVA and the Employee also receives a \$200 credit towards their deductible. He then stated that Allen Dixon was one of the guys on our maintenance crew. He has had persistent back issues and they flared up again recently. When he went to see his doctor, he was told that he would need to go on Medical Disability. Luckily, we were able to bring on Mario Gallegos, the temp we discussed at a recent Board Meeting. Mr. Newman then stated that we decided to continue our campaign with the Reno Aces and expand it to the Reno soccer team as well. Mr. Newman then stated that the recap and reports for those campaigns are included in the packet. He then went over Mrs. Longley's facility catering booking report.

Further discussion took place.

8. Public Comments – Non-Action Item

Mr. Delmo Andreozzi stated that he didn't know if there has been any discussion of retirement party for Mr. Newman but he would like to do something so we should start to think about it.

9. Board Comments – Non-Action Item

Mr. Barry Bhakta stated that the increase in room tax could possibly be because of the new properties as well as because of all of the fire fighter crews in town.

Mr. Keener stated that he participated in the DBA portion of the Rides & Rods Car Show, it seemed to be very successful. He stated that he spoke with the fire marshal recently and feels that it would advantageous to have him come speak to the Hoteliers at the next Lodging Meeting. He then asked if Mr. Newman had an update on the Barry Crawford Horse sculpture.

Mr. Newman stated that he hasn't heard anything since before Burning Man, hopefully it did not sell during that event. He stated that he will reach out to Barry and Catherine for more information.

Mr. McCarty stated that Candidate Forums are taking place at the Conference Center on October 9th and October 11th.

Further discussion took place.

10. Adjournment:

Meeting adjourned at 10:02 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