

**RUSHMORE PLAZA CIVIC CENTER  
BOARD OF DIRECTORS MEETING MINUTES  
Tuesday, August 14, 2018**

Chair of the Board, Donna Winkler called the meeting to order at 8:15 a.m. with the following Board members present: Gary Brown and Dan Kline. Staff present include: Executive Director, Craig Baltzer; Deputy Director, Jayne Kraemer; Deputy Director, Tracy Heitsch; Corporates Sales Executive, Josh Houk; and Administrative Assistant, Sandra Arnold. Liaisons present include: None. Others present include: Assistant City Attorney, Jess Rogers. Board members, Mike Diedrich and Jennifer Landguth entered later in the meeting.

After review of the meeting agenda motion was made by Brown and seconded by Kline **to approve the agenda as presented.** Upon vote being taken, the motion carried unanimously.

General Public Comment

None

Diedrich entered the meeting.

Minutes

Motion was made by Brown and seconded by Diedrich **to approve the minutes of July 24, 2018, meeting as presented.** Upon vote being taken, the motion carried unanimously.

Landguth entered the meeting.

Bill List

The 2018 Bill List for August 14 was audited.

28 BW AF BALL	1035.06
A&B WELDING SUPPLY CO INC	63.02
ACE HARDWARE-EAST	11.50
ACES AND EIGHTS BOOSTER CLUB	567.33
ADAMS ISC	284.14
ALSCO INC	386.06
AMERICAN TIME & SIGNAL	747.92
BLACK HILLS DOOR SYSTEMS	270.41
BORDER STATES ELECTRIC SUPPLY	717.02
BROWN'S SMALL ENGINE REPAIR	68.26
CARBONHOUSE	600.00
CARQUEST AUTO PARTS	100.59
CASH-WA DISTRIBUTING COMPANY	1021.63
CBH COOPERATIVE	135.80
CERTIFIED LABORATORIES INC	748.03
CHEXCEL	25.00
CHRIS SUPPLY COMPANY INC	311.01
CITY OF RAPID CITY	1332.09
CLIMATE CONTROL SYSTEMS & SERVICE	740.70
CONVERGINT TECHNOLOGIES LLC	296.45
COPY COUNTRY INC.	99.60
CRESCENT ELECTRIC SUPPLY CO	273.34
CRUM ELECTRIC	201.63
DEFENDERS ASSOCIATION	768.90
DENNIS SUPPLY	177.60
DIAMOND VOGEL PAINT CTR	200.13
FOUR WINDS INTERACTIVE LLC	565.32
FULL COMPASS SYSTEMS LTD	1311.15
G&H DISTRIBUTING INC.	68.10
GOLDEN WEST TECHNOLOGIES INC	250.00
HILLYARD INC. / SIOUX FALLS	1157.13

HUSSEY SEATING COMPANY	1565.00
INTERNATIONAL ASSOCIATION OF VENUE MANAGERS	470.00
JANTECH LLC	275.00
JENNER EQUIPMENT CO	25.66
JERRY'S CAKES SHAKES & BAKE	63.00
JOAN'S PLANT SERVICE	350.00
JOHNSON BROTHERS OF SD	211.60
JOHNSON CONTROLS INC	2000.00
KNECHT HOME CENTER	340.54
LOWE'S	700.65
MATHESON TRI-GAS INC	76.26
MENARDS	164.55
MIDWEST MARKETING	4272.00
NATIONAL ASSOC OF CONCESSIONAIRES	265.00
NORDIC WAFFLES LLC	1600.00
NORTH CENTRAL SUPPLY INC	12.00
NORTHWEST PIPE FITTINGS INC	162.42
O'CONNOR COMPANY	139.00
PACIFIC STEEL & RECYCLING INC	168.00
PROMOTION REHABILITATION	60.00
PROVANTAGE LLC	9999.00
PURCHASE POWER/PITNEY BOWES	65.48
RAPID BROADCASTING COMPANY	900.00
RAPID CITY JOURNAL - ADVERTISING	167.82
RAPID ROOTER	75.00
SAFEWAY INC	167.59
SAM'S CLUB	199.98
SERVALL UNIFORM/LINEN CO INC	135.68
STATE OF SOUTH DAKOTA	250.00
SUMMIT GROUP SOFTWARE	3113.60
TECHNOLOGY CENTER	730.00
TIME EQUIP. RENTAL & SALES INC.	132.00
UNITED PARCEL SERVICE INC	11.12
US FOOD SERVICE	1885.54
US WATER SERVICES INC	2492.68
VERIZON WIRELESS	2647.74
WALCRO LLC	120.01
WALMART COMMUNITY	36.10
WARNE CHEMICAL & EQUIP.	874.90
WATERTREE INC	148.65
WESTERN STATIONERS	33.80
WHISLER BEARING COMPANY	135.73
Total	51,778.02

Motion was made by Landguth and seconded by Kline and carried **to authorize the Finance Officer to issue warrants or treasurers checks, drawn on proper funds, in payment thereof.**

Executive Director's Update

Baltzer stated the staff has been working on a lot of little projects around the facility this summer along with the big project of Rushmore Hall.

Baltzer stated the new construction discussion is focusing on utility location relocation and potential energy plant usage at the new facility. Some of the management team has been exploring the event level area and making suggestions to the architects. The next couple of meetings will be focusing on food service areas and technical production. Diedrich hopes different energy savings or "green" items, like solar or wind, are being discussed. Landguth spoke about construction cost trend increasing. Baltzer stated the experts are keeping a close watch on all those items.

Baltzer explained that when LED lighting was purchased for the Rushmore Hall project the company accidentally doubled the order, so the decision was made to purchase the overage at a 60% cost savings to help continue the LED conversion throughout the rest of the building. Heitsch explained further.

Baltzer introduced Josh Houk, the new Corporate Sales Account Executive. Houk gave a brief overview of his background. Baltzer explained the other new person in the department will start this Thursday.

Houk left the meeting.

Miscellaneous:

1) Supplemental Budget Appropriation for 2018 Capital Budget

Heitsch handed out an updated prioritized needs list then covered some of the items; point-of-sale system, ice plant compressors, production equipment, security cameras and walk-thru metal detectors. All items currently pending or purchased for a total of \$636,022.50. Heitsch moved on to the additional budget items of fire alarm system, dishwasher replacement, Rushmore Hall carpet, south theatre exterior wall panels and the cost of approximately \$219,800. Heitsch stated the additional money for Rushmore Hall will need to come from cash on hand. Heitsch handed out the projected costs of the Rushmore Hall Phase 1 project then explained. Heitsch then handed out a memo requesting a supplemental capital budget appropriation of \$1,155,000 for the Rushmore Hall Phase 1 project, as well as, the purchase of a Commercial Dishwashing System. Motion was made by Landguth and seconded by Diedrich **to approve the Supplemental Capital Budget Appropriation of \$1,155,000 for the Rushmore Hall Phase 1 project and purchase of a Commercial Dishwashing System.**

There being no further business, motion was made by Brown and seconded by Kline **to adjourn the meeting.** Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:33 a.m.

I certify a true and accurate accounting of the minutes of the meeting.

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Sandra Arnold, Administrative Assistant

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Date