

RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, August 28, 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 Jennifer Landguth (via teleconference). Staff present include: Executive Director, Craig Baltzer; Deputy Director, Jayne Kraemer; Deputy Director, Tracy Heitsch; Director of Sales and Marketing, Priscilla Dominguez; Communication & Advertising Strategist, Nicole Salway; and Administrative Assistant, Sandra Arnold. Liaisons present include: VRC, Julie Jensen; City Council, Becky Drury. Others present include: Assistant City Attorney, Jess Rogers and Central State Fair representative, Dan Warren. Board member, Mike Diedrich; Accounting & Administration Manager, Jarrett Breuninger; and School Liaison, Jordan Bauer entered later in the meeting.

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

General Public Comment

Warren stated the Central States Fair was a success, sold out the two-top tier passes. Had big attendance for Dwight Yoakam concert and the demolition derby.

Diedrich entered the meeting.

Breuninger entered the meeting.

Minutes

Motion was made by Brown and seconded by Diedrich **to approve the minutes of the August 14, 2018 meeting as presented**. Upon vote being taken, the motion carried unanimously.

Bauer entered the meeting.

Bill List

The 2018 Bill List for August 28 was audited.

A & B BUSINESS EQUIPMENT INC	995.79
ACE HARDWARE-EAST	23.00
ACE HARDWARE-WEST	72.83
ALSCO INC	1539.56
AVIS RENT-A-CAR	273.07
CITY OF RAPID CITY	9482.36
DIAMOND VOGEL PAINT CTR	6406.14
EASTMAN SOUND & MUSIC	55.00
FASTENAL COMPANY	5.13
FULL COMPASS SYSTEMS LTD	245.83
G&H DISTRIBUTING INC.	1111.78
HEARTLAND PAPER CO	59.78
INDEED INC	3000.00
JANTECH LLC	275.00
KIEFFER SANITATION INC	1307.60
KNECHT HOME CENTER	278.73
KONE INC	1945.17
M G OIL CO	267.43
MENARDS	526.00
MONEY HANDLING MACHINES INC	3074.00
MONKEY WRENCH PRODUCTIONS LLC	490.00
NCR CORPORATION	16194.73
PROVANTAGE LLC	2269.00
RAPID BROADCASTING COMPANY	910.00

RAPID CITY JOURNAL - ADVERTISING	131.20
RED WING SHOE STORE	169.99
RUNNINGS SUPPLY INC	304.96
SIMPSON'S PRINTING	1386.50
SKYLINE ENGINEERING	1920.00
STATE OF SOUTH DAKOTA	270.00
THYSSENKRUPP ELEVATOR CORP	327.72
TOM MUTH	85.15
ULINE INC	101.42
VAST BUSINESS	2674.82
VERIZON WIRELESS	2888.41
WESTERN STATIONERS	39.79
WINDHAM DOCUMENT SYSTEMS	375.00
Total	61,482.89

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

Liaison Reports

Julie Jensen – Visit Rapid City: VRC is hosting a reception at Prairie Edge this evening, August 28, to learn more about the BH Pow Wow and how to strive to have it become the #1 Pow Wow in America by 2021 when the new arena opens. The BH Pow Wow also made the “Thrill List” as an event you don’t want to miss in October. VRC is working with the Rocky Mountain Wrestling to hold their tournament in June at the Civic Center. Interviews are being held for the Sports Director position. Jensen is hoping to have someone in place soon. Embrace the Base is gearing up. List of attractions and businesses that give military discounts will be added to the base website. Jensen stated the July and August tourism numbers are up from the previous months.

Becky Drury – Council Liaison: Drury stated the Council’s main focus currently is the budget. Also, Vision Fund applications are being accepted.

Jordan Bauer - School Liaison: Bauer thanked the Board for having him. Bauer is the new Activities Director at Central High School. Activities being hosted at the Civic Center will be All-State Chorus and Orchestra at the end of October, Wrestling Invitational in December and Combined State Basketball in March. Bauer attended the State Event Director meeting at the SDSHAA in Pierre. Bauer spoke with the Assistant Director, John Krogstrand; Krogstrand indicated he would like to visit with Civic Center staff about the new arena. Bauer stated the Rushmore Bowl ticket blitz will begin tomorrow, August 29, which is the first day of school.

Financial Information

Heitsch discussed the working financial papers as of and ending in the month of July 2018 YOY comparison through 2014, along with budget comparison, as sent to each Board Member. Board accepts as information.

Heitsch gave an update to the Board about ongoing issues with the elevators and escalators. Heitsch has asked Kone to bring a plan to extend the useful life of the current units as the two escalators are going to be hundreds of thousands of dollars to replace. Kone was also asked to bring experts to discuss all the options of the current inventory and potential new machines in the new facility. This meeting is set for late September.

Rushmore Hall is essentially finished, just going through punch list items. A ribbon-cutting ceremony will be Tuesday, September 4 at 2:00pm in Rushmore Hall.

Landguth left the meeting.

Executive Director’s Update

Baltzer had Dominguez introduce, Nicole Salway, the newest member of the Sales and Marketing Department. Salway will be focused on communications and marketing strategies for the Civic Center. Dominguez stated a press release on the arena process will be sent out, along with asking for the public to apply for different committees that are being put together. Applications will be on the Civic Center website (www.gotmine.com).

Baltzer stated a letter was received from the Department of Justice regarding the Americans with Disabilities agreement. The letter states the Civic Center has made progress in complying with the agreement but still has an

obligation to make the Barnett Arena accessible but due to limited resources they will no longer be monitoring the compliance of the agreement.

Baltzer gave an update on the arena progress. Discussions are ongoing about roadways, event level rooms, concourses, box office locations, loading dock and other items. Baltzer explained how important the meetings with the staff and the architects have been. Short discussion followed.

There being no further business, motion was made by Brown and seconded by Diedrich **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:43 a.m.

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

Sandra Arnold, Administrative Assistant

Date