

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Wednesday, January 23, 2019**

Chair of the Board, Donna Winkler called the meeting to order at 8:16 a.m. with the following Board members present: Dan Kline, Gary Brown, and Jennifer Landguth. Staff present include: Executive Director, Craig Baltzer; Deputy Director, Tracy Heitsch; Deputy Director, Jayne Kraemer; and Administrative Assistant, Sandra Arnold. Liaisons present include: VRC, Carol Bancroft; and City Council, Chad Lewis. Others present include: City Attorney, Joel Landeen; Assistant City Attorney, Jess Rogers; Central States Fair Representative, Silvia Christen. RC Area Schools liaison, Jared Vasquez; Rapid City Journal representative, Samuel Blackstone; and KOTA representative, Stewart Huntington 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

Christen stated she is filling in for Dan Warren. Christen passed out the event schedule booklets for the Black Hills Stock Show® then expressed the setup is going very well and looking forward to a great event. Christen invited all the RPCC Board members to attend any of the events that are also held at the fairgrounds.

Huntington entered the meeting.

Minutes

Motion was made by Kline and seconded by Landguth **to approve the minutes of the December 20, 2018, meeting as presented.** Upon vote being taken, the motion carried unanimously.

Vasquez entered the meeting.

Bill List

The 2019 Bill List for January 23 was audited.

A & B BUSINESS EQUIPMENT INC	1272.83
A TO Z SHREDDING	35.40
ADAMS ISC	87.68
ALSCO INC	1654.04
APPETIZE TECHNOLOGIES INC	3554.58
BLACK HILLS STOCK SHOW FOUNDATION	250.00
BORDER STATES ELECTRIC SUPPLY	1131.99
CARBONHOUSE	600.00
CASH-WA DISTRIBUTING COMPANY	16557.89
CBH COOPERATIVE	301.00
CHEXCEL	25.00
CHRIS SUPPLY COMPANY INC	242.72
CITY OF RAPID CITY	4078.67
CLIMATE CONTROL SYSTEMS & SERVICE	2042.00
COCA-COLA OF THE BLACK HILLS	25080.50
CRAIG BALTZER	328.36
CRESCENT ELECTRIC SUPPLY CO	17488.22
CRUM ELECTRIC	1426.17
DAKOTA POINT BREWING, LLC	388.00
DEPOT MUSIC	1599.00
DESTINATION RAPID CITY	160.00
DIAMOND VOGEL PAINT CTR	114.87
EASTMAN SOUND & MUSIC	55.00

ECOLAB INSTITUTIONAL INC	1527.62
ENPRO, INC	2561.06
EVENT SOFTWARE CORPORATION	2050.00
FASTENAL COMPANY	68.87
FISHER BEVERAGE COMPANY INC	4321.10
FOOD SERVICES OF AMERICA	30585.94
FOUR WINDS INTERACTIVE LLC	565.32
G&H DISTRIBUTING INC.	71.93
GOLDEN WEST TECHNOLOGIES INC	160.00
GREAT WESTERN TIRE INC.	163.28
HEARTLAND PAPER CO	1107.15
HILLYARD INC. / SIOUX FALLS	74.46
JANTECH LLC	275.00
JOAN'S PLANT SERVICE	350.00
KIEFFER SANITATION INC	3040.48
KNECHT HOME CENTER	196.33
LICENSED BEVERAGE DEALERS OF SD	675.00
LIGHTING MAINTENANCE CO	44.85
LOWE'S	249.27
M G OIL CO	786.80
MATCO TOOLS	917.95
MATHESON TRI-GAS INC	94.83
MCKIE FORD INC	99.44
MENARDS	396.04
MID-AMERICA SOUND CORPORATION	8703.88
MIDWEST MARKETING	4200.00
MOUNTAIN STATES SECURITY INC	147.50
MUTH ELECTRIC INC.	100.90
NORTH CENTRAL SUPPLY INC	22.00
NORTHWEST PIPE FITTINGS INC	807.26
PANACEA BREWING COMPANY LLC	300.00
PARTS TOWN LLC	497.68
PITNEY BOWES	352.92
PIZZA RANCH RAPID CITY	272.00
PRAIRIE AUTO PARTS	148.07
PRICILLA DOMINGUEZ	31.00
PURCHASE POWER/PITNEY BOWES	420.99
QUALITY BRANDS OF THE BLACK HILLS	5336.20
RAPID BROADCASTING COMPANY	900.00
RAPID CITY AREA SCHOOL DIST 51-4	81.43
RAPID CITY JOURNAL - ADVERTISING	274.91
RAPID CITY SHRINE CLUB	617.21
RED WING SHOE STORE	475.97
ROSS PIANO SERVICE	125.00
RUNNINGS SUPPLY INC	505.77
SAFEWAY INC	234.60
SAM'S CLUB	1126.47
SEQUENT ENERGY MANAGEMENT LP	8052.29
SERVALL UNIFORM/LINEN CO INC	211.62
SESAC INC	1106.72
STURDEVANT'S AUTO PARTS	143.68
SYSCO MONTANA INC	2994.26
TEAM WICKED SOFTBALL	6073.49
US DEPARTMENT OF AGRICULTURE-FOREST SVC	3949.32
US FOOD SERVICE	8020.58
VAST BUSINESS	5391.22
VERIZON WIRELESS	1742.21

VISIT RAPID CITY	500.00
WALMART COMMUNITY	762.33
WATERTREE INC	134.31
WESTERN STATIONERS	804.58
WHISLER BEARING COMPANY	151.12
WOODGRAIN BREWING COMPANY	278.00
Total	194,854.13

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.**

Blackstone entered the meeting.

Liaison Reports

Carol Bancroft – Visit Rapid City: Bancroft stated that Julie Jensen is on vacation so she is filling in for her. The new sports director is very busy working with sporting events coming up this spring and few events in June. Many of the events are being held at the Rushmore Plaza Civic Center with other events held throughout the city. The hotel bid board met last month with Rapid City Rush Owner, Scott Mueller. The Bid Board is very supportive of the hockey team and wants to brainstorm on ways to help with the attendance or other items for the games. Visit Rapid City is working on a partnership program with hospitality groups and other corporations, in an effort to expand marketing strategies like coupons, website ads, etc.

Chad Lewis – Council Liaison: Lewis stated the Vision Committee meet again a couple times next week. City Council discussed the scooters/Segway usage on the downtown sidewalks.

Jared Vasquez – RCAS Liaison: Vasquez stated the Combined State High School Wrestling tournament will be next month at the Civic Center. SD Public Broadcasting is working on different ideas to help with getting the information out but hoping not to impact attendance. The Combined Class AA Basketball tournament will be in March along with the Visual Arts event. Other non-sport events coming up are; Festival of Bands, Strings in Concert, United in Song, and Prom.

Financial Information

Heitsch discussed the working financial papers as of and ending in the month of December 2018 YOY comparison through 2014, along with budget comparison, as sent to each Board Member. Heitsch did a recap of 2018 financials; revenues and expenses. Board accepts as information.

Lewis left the meeting.

Executive Director's Update

Baltzer stated the Stock Show and the Rodeo events are getting moved in and ready for the nine-day event. The Rushmore Plaza Civic Center is hosting a new event this year called Whiskey Tips Tasting. Kraemer explained this event will be on Tuesday evening from 4pm – 7pm in the Ice Arena West Concourse. The event cost \$20.00 for samples of different types of whiskey, marinated beef tips, desserts, and live music by Young Johnson.

Baltzer explained the RFP for the Naming Rights process is continuing with the tours for those interested in submitting an RFP.

Baltzer stated expansion meetings continue; the big topic is building placement which will help move forward with the design. Will be going through design details in the upcoming weeks. Another topic is energy savings for heating and cooling options; trying to get final numbers. The architects and construction managers will be here next week to see how the rodeo, deliveries, tradeshow, and cattle are set up and run as it will all change next year due to the construction of the new arena.

Baltzer thanked Landguth for her service to the Board. Arnold presented a gift to Landguth for her six years of service to the Civic Center Board of Directors. Landguth thanked everyone and is very happy the new arena is moving forward.

Miscellaneous:

1) Addendum to the Rush Facility License Agreement

Baltzer explained that the Rapid City Rush has new ownership, therefore a new agreement is being prepared and should be finalized in a couple of weeks. The addendum is for the final cash call and with the new ownership, the addendum for cash calls becomes closed. Short discussion followed. Motion was made by Landguth and seconded by Kline **to approve the addendum and payment as presented**. Upon vote being taken, the motion carried unanimously.

2) Executive Session – Permitted by SDCL 1-25-3 Regarding Contractual Matters

Motion was made by Kline and seconded by Brown **to go into executive session for the purposes permitted by SDCL 1-25-3**. Upon vote being taken, the motion carried unanimously.

Landguth left during Executive Session.

Motion was made by Kline and seconded by Brown **to come out of executive session**. Upon vote being taken, the motion carried unanimously.

There being no further business, motion was made by Kline and seconded by Brown **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 10:08 a.m.

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

Sandra Arnold, Administrative Assistant

Date