

DRAFT

RUSHMORE PLAZA CIVIC CENTER BOARD OF DIRECTORS MEETING MINUTES Tuesday, July 9, 2019

Dan Kline called the meeting to order at 8:14 a.m. with the following Board members present: Donna Winkler, Gary Brown, Dan Kline and Brad Estes. Staff present include: Executive Director, Craig Baltzer; Deputy Director/Events, Jayne Kraemer, Events Manager, Tanya Gray, Sales & Marketing Director, Priscilla Dominguez, and Deputy Director/Finance, Tracy Heitsch. Others present include: Assistant City Attorney, Jess Rogers and Sylvia Christenson.

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

General Public Comment – Sylvia Christenson mentioned the Central States Fair coming up. Central States fair had a huge summer horse sale this year. Sylvia had many questions about the new construction and how things will flow. She wants to set up a meeting to discuss how construction will flow for 2020 BHSS. Baltzer agreed and is hoping for more construction schedule information in the coming meetings.

Minutes

Motion was made by Brown and seconded by Estes **to approve the minutes of the June 25, 2019, meeting as presented.** Upon vote being taken, the motion carried unanimously.

Bill List

The 2019 Bill List for July 9 was audited.

A TO Z SHREDDING	36.20
ALSCO INC	165.58
BHE INDUSTRIES	540.50
BLACK HILLS INSURANCE	120.00
BORDER STATES ELECTRIC SUPPLY	877.31
BROWN'S SMALL ENGINE REPAIR	719.81
CASH-WA DISTRIBUTING COMPANY	713.55
CBH COOPERATIVE	112.00
CHEXCEL	25.00
CHRIS SUPPLY COMPANY INC	188.51
CITY OF RAPID CITY	26.44
COCA-COLA OF THE BLACK HILLS	318.50
CONVERGINT TECHNOLOGIES	4306.86
CRUM ELECTRIC	237.00
DAKOTA EXTINGUISHER & SAFETY	291.00
DENNIS SUPPLY	871.00
DIAMOND VOGEL PAINT CTR	581.16
FOOD SERVICES OF AMERICA	518.12
FOUR WINDS INTERACTIVE LLC	577.79
FREMONT INDUSTRIES INC	1829.68
FULL COMPASS SYSTEMS LTD	228.70
HEARTLAND PAPER CO	1220.75
HILLYARD INC/SIOUX FALLS	214.00
HOBART SALES & SERVICE	97.00
JENNER EQUIPMENT CO	474.35
KNECHT HOME CENTER	143.85
KONE INC	6091.70
LOWE'S	293.02
MENARDS	9.47
MIDWEST MARKETING	4265.00
NORTH CENTRAL SUPPLY INC	550.00
PITNEY BOWES	352.92
PRAIRIE AUTO PARTS	199.36
PRISCILLA DOMINGUEZ	628.00

PROVANTAGE LLC	1406.00
PURCHASE POWER/PITNEY BOES	420.99
RAPID CITY JOURNAL – ADVERTISING	288.35
RDO EQUIPMENT	33.30
RUNNINGS SUPPLY INC	204.04
SAM'S CLUB	44.94
SEQUENT ENERGY MANAGEMENT LP	1592.76
SIMPSON'S PRINTING	331.51
SKYLINE ENGINEERING	16467.40
STATE OF SOUTH DAKOTA	2203.75
STURDEVANT'S AUTO PARTS	109.96
SYSCO MONTANA INC	13.15
US FOOD SERVICE	280.00
WALMART COMMUNITY	252.27
WESTERN STATIONERS	107.72
Total	51,580.27

Motion was made by Winkler and seconded by Brown 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 he had been giving lots of presentations about the new arena lately. Wednesday night, RPCC will host an ice cream social and information meeting for the residents of North Rapid.

Baltzer did a presentation with the owners and managers of the Rushmore Plaza Holiday Inn. The meeting had good response.

Construction meetings are set for next week with an estimate review from Mortenson.

News from last construction meeting included a change in our Project Manager. Mortenson is bringing forward a new face whom we will interview next week. The new Project Manager is coming off of the Raiders (NFL team) building project in Las Vegas.

IAVM in Chicago, IL coming up. Managers will have meetings with Venue Coalition, Paciolan, Perkins & Will, and Tegra, along with the tradeshow.

The next Board Meeting will be July 26, 2019 @ 8:15 AM. It is being moved from the normal 4th Tuesday to Friday due to IAVM.

Miscellaneous

1. Event Booking Software: Tanya had negotiated the price and changed the payment schedule to accommodate RPCC cash flow. Event Booking Software will provide: conversion of data, scheduling ability in all facilities, unlimited users, unlimited 24/7 tech support, unlimited online training, along with the ability to share calendars with our promoters. **Motion to approve the contract with Event Booking Software was made by Winkler and seconded by Brown.** Upon vote being taken, the motion carried unanimously.
2. Advertising Strategist: Priscilla requested the approval to hiring the Advertising Strategist position at a Grade 16, Step 5. This is a reformatted position from the Account Executive to Advertising Strategist. Discussion followed. **Motion to approve hiring the Advertising Strategist at a Grade 16, Step 5 was made by Estes and seconded by Winkler.** Upon vote being taken, the motion carried unanimously.

There being no further business, motion was made by Brown and seconded by Estes **to adjourn the meeting.** Upon vote being taken, the motion carried unanimously. The meeting adjourned at 8:44 a.m.

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

Tracy Heitsch, Deputy Director Finance

Date