

**RUSHMORE PLAZA CIVIC CENTER  
BOARD OF DIRECTORS MEETING MINUTES  
MAY 12, 2020**

Chair of the Board, Gary Brown, called the meeting to order at 8:17 a.m. with the following Board members present: Brad Estes, and via tele-conference: Charity Doyle, Tim Johnson and Mike Diedrich. Staff present include: Executive Director, Craig Baltzer; Deputy Director/Finance, Tracy Heitsch; Deputy Director/Events, Jayne Kraemer; Accounting Clerk, Pat Koerlin; and Stage/Production Manager, David Owen. Others present via tele-conference include: RC Journal, Kent Bush; and Assistant City Attorney, Jess Rogers

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

General Public Comment

None

Minutes

Motion was made by Estes and seconded by Doyle **to approve the minutes of the April 28, 2020, meeting as presented.** Upon vote being taken, the motion carried unanimously.

Bill List

The 2020 Bill List for May 12, 2020, was audited.

ACE HARDWARE-WEST	7.01
ADAMS ISC	30.90
ALSCO INC	18.92
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	510.59
BROWN'S SMALL ENGINE REPAIR	121.08
CAPITAL ONE PUBLIC FUNDING	324407.50
CARQUEST AUTO PARTS	72.95
CASH-WA DISTRIBUTING COMPANY	1049.50
CBH COOPERATIVE	67.20
CHEXCEL	25.00
CONVERGINT TECHNOLOGIES LLC	900.00
DAKOTA SUPPLY GROUP	178.50
DENNIS SUPPLY	19.30
DIAMOND VOGEL PAINT CTR	42.31
GRIMM'S PUMP SERVICE INC	210.70
JENNER EQUIPMENT CO	321.11
KNECHT HOME CENTER	95.63
LOWE'S	28.46
M G OIL CO	666.86
MENARDS	86.44
NORTHWEST PIPE FITTINGS INC	68.97
PRAIRIE AUTO PARTS	19.27
RAPID CITY JOURNAL - ADVERTISING	291.31
TRUEIT	87.50
ULINE INC	1132.30
US FOODS INC	420.53
WARNE CHEMICAL & EQUIP.	52.00
WESTERN STATIONERS	125.91
	Total 331,057.75

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

Executive Director's Update

Baltzer updated the board on the construction project. Everything is going well. There has only been a few small setbacks due to Covid-19. The supply lines have not been a problem due to early planning, but the labor pool has been affected directly by Covid-19. They are running 15% short of full staff on site, although this has not negatively affected the schedule yet. There will be a lot of concrete work thru June, as well as steel work starting in June. Baltzer is impressed with the clean and efficient site. The loading dock expansion is in process, as well as the ramp. Estes asked about the locked-in budget price. Baltzer said there are a number of items we want to build into the project, so we are looking at every savings we can find to put towards those things. The picture will become clearer in the next few months. Baltzer commented on Mortenson's strict Covid procedure on the site. They have an extensive program and are good leaders in the industry because they have been doing this in other sites across the country.

Baltzer discussed the COVID 19 speculation going forward since we do not know when reopening date will be. There is currently a lot of discussion industry wide. We must plan to be open as soon as we can! We still have events booked in July and August. When Baltzer takes a look at other locations around the country, he is seeing a lot of events and shows looking to open this fall. Venues like us are usually slow in the summer with things picking up in September. There is a lot of discussion and a will to open this fall. Areas like New York City or Los Angeles might not be ready, but the national agents are recognizing that the Dakota's and Iowa might be ready to open earlier. Estes asked if there has been any word on the Rally. Brown said he is hearing that the City of Sturgis is saying no at this time, but that won't stop people from coming. Baltzer said he sees some events with the rally are moving forward. Doyle asked if there has been discussion with vendors or shows on personal protective equipment, as to who shoulders those precautions and expenses fall upon. Baltzer replied that there is an awareness of this and some additional costs are anticipated. We will probably see less revenue because food & beverage will look and sell differently. We are working on a lot of new programs, such as possibly going cashless in the future. A lot of other venues have already accomplished this. The issue of social distancing is a big concern. Our theatre would be a worst case scenario. There are approximately 1,700 seats, but with the requirement, the maximum capacity would be around 225. Baltzer feels business cannot come back until we can stand shoulder to shoulder. Baltzer said he is seeing a lot of activity this fall, with a lot of sporting groups going forward with an October opening. Again, not knowing when we open is the problem. He stated there will continue to be meetings with the City and will have more to report in two weeks at our next meeting.

Miscellaneous

None

There being no further business, motion was made by Doyle and seconded by Estes **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 8:42 a.m.

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

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Pat Koerlin, Accounting Clerk

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Date