

# THE MONUMENT

## BOARD OF DIRECTORS MEETING MINUTES

June 8, 2021

Chair of the Board, Brad Estes, called the meeting to order at 8:16 a.m. with the following Board members present: Charity Doyle, Gary Brown, Tim Johnson, and via tele-conference Jason Lambert. Staff present include: Executive Director, Craig Baltzer; Deputy Director/Finance, Tracy Heitsch; Deputy Director/Events, Jayne Kraemer; Accounting Clerk, Teresa Dringman; Engineering Manager, Nathan Kleinschmidt; and Stage/Production Manager, David Owen. Others present via tele-conference include: RC Journal, Kent Bush and RC City Council, Greg Strommen.

After review of the meeting agenda, motion was made by Doyle 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 Doyle and seconded by Johnson **to approve the minutes of the May 25, 2021, meeting as presented.** Upon vote being taken, the motion carried unanimously.

### Bill List

The 2021 Bill List for June 8, 2021, was audited.

ALSCO INC	\$	598.35
AMAZON CAPITAL SERVICES	\$	258.40
BOUND TREE MEDICAL INC	\$	81.16
BUTLER MACHINERY CO.	\$	690.59
CARQUEST OF RAPID CITY	\$	4.20
CASH-WA DISTRIBUTING COMPANY	\$	5,119.64
CBH COOPERATIVE	\$	279.30
COCA-COLA OF THE BLACK HILLS	\$	817.75
CRESCENT ELECTRIC SUPPLY CO	\$	93.32
DAKOTA BATTERY/ELECTRIC	\$	465.28
DEPOT MUSIC	\$	130.00
DIMOCK DAIRY INC	\$	702.02
G&H DISTRIBUTING INC.	\$	67.77
GODFREY BRAKE SERVICE & SUPPLY INC	\$	87.34
HORWATH LAUNDRY EQUIPMENT	\$	333.64
JOHNSON BROTHERS OF SD	\$	1,134.60
KNECHT HOME CENTER	\$	54.68
KONE	\$	2,760.17
LAST MILE BREWERY	\$	200.00
MENARDS	\$	350.94
NORTHWEST PIPE FITTINGS INC	\$	431.35
PARKWAY CAR WASH INC	\$	330.75
PLANTSMYTH INC	\$	479.98
QUALITY BRANDS OF THE BLACK HILLS	\$	1,081.80
RAPID CITY JOURNAL - ADVERTISING	\$	362.14
RAPID CITY SHRINE CLUB	\$	262.56

RAPID ROOTER	\$	225.00
RED WING SHOE STORE	\$	186.99
REPUBLIC NATIONAL DISTRIBUTING COMPANY	\$	551.30
SAFEWAY INC	\$	6.50
SAM'S CLUB	\$	1,273.12
SERVALL UNIFORM/LINEN CO INC	\$	122.49
SKYLINE SIGNS & LIGHTING	\$	81.63
SUMMIT COMPANIES	\$	1,839.50
SYSCO MONTANA INC	\$	5,236.11
ULINE INC	\$	742.24
UNITED PARCEL SERVICE INC	\$	26.76
US FOODS	\$	8,406.42
US FOODS INC	\$	3,624.42
VAST BUSINESS	\$	2,690.71
WESTERN STATIONERS	\$	290.09
WW GRAINGER INC	\$	54.85
Total	\$	42,535.86

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

#### **Event Update**

Kraemer stated last week we hosted the Red Pill Expo with just under 650 people in attendance. They primarily used the theater with their meals in LaCroix. Last night was the end of season going away party for Rush in the club level and in Rushmore H with a silent auction selling hockey sticks, jerseys, props, etc. Last Friday through Sunday we hosted the multi state Rushmore Cup Hockey Tournament and will have the tournament again this weekend. Baby Shark is Saturday. Next week we will have the Quad State Bankers Convention. Kraemer stated Freedom Fest is coming in July. They wanted to add something cultural and will have Brule in the Barnett Arena during their event.

#### **Executive Director's Update**

Baltzer congratulated Nate Kleinschmidt and the Rush for receiving The Best Ice in the ECHL award. It is a testament on how hard our ice crew work toward perfection and their expertise on recommendations. Kleinschmidt explained challenges of maintaining ice in the summer with record temperatures. We are looking at options including an actuator that gives more flexibility on building ice and working the system. Baltzer stated we will present potential changes in the future to help maintain the ice for summer events. Heitsch stated we put \$80,000 into rebuilding 2 of the 4 compressors recently, and we will need to redo the south side compressors. We are trying to get costs. This item is on the prioritized needs list, and we are working through that.

Baltzer announced The Monument will be looking to hire a Team and Culture Coordinator. We are big enough with 50+ full-time employees and potentially 700+ part time employees, that we need someone to work with HR and be a liaison to each department scheduling interviews, hiring, firing, onboarding, retaining, training, and working on culture and morale within the facility. Heitsch presented a draft job description. This position was budgeted for 2022. With the Board's support, our hope would be to bring this position in this summer. We are not going to have the budget amount in administrative but due to COVID we have enough payroll savings across all departments to cover it. We lack consistent training programs for safety, customer service, etc. As we get more technology, there will be more training involved. Baltzer stated we need to start with this position and tweak as we go along. It takes a certain type of a person for this position. We do not have anybody in mind but would be open. HR advised there is no Board motion necessary.

Kraemer stated the Event Coordinator position was posted yesterday. We are hoping to have that person on staff by August 1 to train and orientate. Baltzer said there will be more full-time positions advertised as the summer progresses.

Baltzer stated we are working on an electric shuttle program. The old shuttles will no longer be used. A different kind of shuttle program is needed since we are losing part of the parking lot. The plan is to shuttle downtown and use the downtown parking available to us. This connects us with downtown. The downtown businesses support a program like this, so our customers patronize their businesses. We evaluated all avenues and started thinking small shuttles that would go up and down the promenade may be the best option. Baltzer spoke with Domico Rodriguez at Destination Rapid City. They have a need for a similar type of shuttle. We thought we could partner up with them. Regarding the city council's recent vote against having electric vehicles on sidewalks, Baltzer questioned Strommen if this would impact our shuttle program. Strommen advised he did not think it would. Baltzer stated these would be ADA compliant and more similar to theme park shuttles which can be open and enclosed. Additionally, this might help with safety.

### **Miscellaneous**

- 1) Capital Update - Heitsch stated there are no actionable items today. We are prioritizing items to include a scrubber, lift, scissor lifts, trailer, wireless camera, compressors, curtains for the Barnett Fieldhouse, the Rushmore Hall fire alarm, and the chamber space remodel. Currently, Paul Sterling, Nathan Kleinschmidt, Rory Hammerbeck, and the team are trying to work on summer projects. The chairs in the board room will be gone by the end of the week. We will be getting new flooring and painting the walls.

There being no further business, motion was made by Doyle and seconded by Brown **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:02 a.m.

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

*Teresa Dringman*

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Teresa Dringman, Accounting Clerk

June 8, 2021

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Date