

THE MONUMENT

BOARD OF DIRECTORS MEETING MINUTES JULY 13, 2021

Chair of the Board, Brad Estes, called the meeting to order at 8:18 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; Operations Manager, Rory Hammerbeck; Stage/Production Manager, David Owen; and Accounting Clerk, Teresa Dringman. Others present include: Greg Strommen, City Council and via tele-conference RC Journal, Kent Bush.

After review of the meeting agenda, motion was made by Doyle and seconded Brown **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 Brown **to approve the minutes of the June 22, 2021, meeting as presented.** Upon vote being taken, the motion carried unanimously.

Bill List

The 2021 Bill List for July 13, 2021, was audited.

ALSCO INC	3,565.17
AMAZON CAPITAL SERVICES	204.10
AMERICAN TIME & SIGNAL	25.28
APPETIZE TECHNOLOGIES INC	3,057.50
B & H PHOTO	115.20
BORDER STATES ELECTRIC SUPPLY	59.74
BUTLER MACHINERY CO.	3,0671.85
CAMCODE	1,296.49
CAPITAL ONE NA	857.88
CASH-WA DISTRIBUTING COMPANY	1,494.31
CBH COOPERATIVE	142.80
CHRIS SUPPLY COMPANY INC	116.37
DENNIS SUPPLY	194.57
DEPOT MUSIC	3,419.36
DIAMOND VOGEL PAINT CTR	705.44
DIMOCK DAIRY INC	285.52
DJ PRODUCTS INC	10,181.00
DON'S GUITAR & MUSIC	300.00
ECOLAB INSTITUTIONAL INC	833.80
FULL COMPASS SYSTEMS LTD	965.76
GRIMM'S PUMP SERVICE INC	131.92
I SCREAM LLC	384.00
JANTECH LLC	295.00
JOHNSON BROTHERS OF SD	1,484.29
JOHNSON CONTROLS FIRE PROTECTION LP	638.00
KNECHT HOME CENTER	96.69
LIGHTING MAINTENANCE CO	14.49
MENARDS	528.16
MOUNTAIN STATES SECURITY INC	92.94
OVERHEAD DOOR OF RAPID CITY	1,439.19
PITNEY BOWES	352.92
PIZZA RANCH RAPID CITY	7,463.46

PRAIRIE AUTO PARTS	77.39
PRESSURE SERVICE INC.	220.05
RAINBOW GAS CO	1,124.96
RAPID CITY JOURNAL - ADVERTISING	270.75
REPUBLIC NATIONAL DISTRIBUTING COMPANY	167.98
RIEKES EQUIPMENT COMPANY	1,338.33
SAFEWAY INC	28.54
SAM'S CLUB	255.48
SERVALL UNIFORM/LINEN CO INC	128.61
SYSCO MONTANA INC	4,906.01
TRUNORTH DYNAMINCS	1,920.00
US FOODS	9,237.34
US FOODS INC	1,965.14
WESTERN STATIONERS	532.92
Total	107,552.75

Motion was made by Doyle and seconded by Johnson 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 this week we have Council of State Governments which is a midwestern legislative conference. We have lots of catering for this event. This weekend Hills Alive will be in the Memorial Park band shell which is handled by the Parks Department. Hills Alive will be renting equipment and part of the parking lot. The building will be shut down for this weekend to clean and reset for FreedomFest. Pre-setup move in begins on Monday with the convention running Wednesday through Saturday of next week with 3,000 people expected to attend. We have had lots of convention business. Doyle asked about Brule, and Kraemer said ticket sales are light but expect more when the FreedomFest group starts arriving.

Executive Director's Update

Baltzer stated we are looking at a partnership with Main Street Square regarding the electric shuttles that we talked about to connect downtown to The Monument by using the promenade which would extend parking. Main Street Square was also looking at electric shuttles. We had meetings and discussed the need and will start planning for that which might alleviate some of our budget on this project. We could house, maintain and provide drivers. Main Street Square would partner with us. School of Mines is also possibly interested. We might start with a few and then build the fleet. We will probably be the regular users. We have the staff from our original shuttle drivers. More info to come.

We are going to commit to an ad campaign for recruiting for jobs to include internet ads, television commercials, etc., due to the difficulty we are experiencing in hiring employees. Due to lack of employees, we think management will be plating food for the convention and serving tonight. We need to prepare for fall as best we can. If we put together a stellar ad campaign and get people excited about the new building opening up, we might be able to get some new employees. We are moving forward and our in-house Corporate Sales and Marketing Department is spearheading this program. The governor has pulled back on the federal aid to unemployed, but we still have not seen people coming back in numbers to look for a job. This is not unique to South Dakota; everyone seems to be having labor issues.

Regarding concerts for The Summit, Baltzer stated we are making offers. The really big name to open up the building is escaping us. Artists say they are going to fulfill obligations from 2020 and 2021. We have a lot of holds on the calendar, but the last quarter of 2021 and first quarter of 2022 are not seeing a whole lot of action. We did go on sale with a Christian concert—for KING & COUNTRY. We have some others in the works that are going to be announced soon.

Greg Strommen thanked Baltzer for accommodating the people from USD and giving them a tour. He also stated that he had trouble with the email for presale tickets for the for KING & COUNTRY concert, however, he called the office, and they took care of it very quickly. Baltzer then explained the intricate process of putting a show on sale. We lease software from Paciolan, so we do all the building of each show. If we were hiring a service to do it, that takes the building of the show out of our hands. Since we lease the ticket system, we can also sell tickets for other people. We have the ability to expand our ticket

business in town and do more with it. We also get a much better deal. Heitsch stated we can be more responsive to the promoter and provide more customer service with our current ticket system.

Miscellaneous

- 1) **Capital Update** - Heitsch stated we continue to make progress. The items we are discussing today are the articulating lift, 2 scissor lifts, and curtains for the Barnett Fieldhouse. Rory Hammerbeck discussed the cost to purchase a larger articulating lift to replace our current 60-foot lift is not cost effective, so we will rent the large 135' lift when the need arises. We are proposing to purchase a 36-foot JLG boom lift to replace our 30-foot lift. We are also requesting to replace our 26-foot scissor lift with a 19-foot and a 20-foot scissor lift due to the size of our footprint. Heitsch stated the other item we are looking at are black curtains for Barnett Fieldhouse. We are looking to expand the track and purchase necessary curtaining so we have a more intimate feel for the usable floor space, without the upper bowl seating being in plain view. The cost is approximately \$30,000. Another item we are working toward are rebuilding the compressors on south side of the ice arena skid. There is no easy way to access those. We are working on the best way to do that. We need a contractor and plan before we proceed. Heitsch stated we are overdue for it happening. Hammerbeck says tests have been coming back fine, but it has been strongly advised by HVAC we need to do this sooner because we cannot have catastrophic problems. Local contractors can do the work, when their schedules allow.

Heitsch discussed the fire alarm panel which was previously approved by the board. This has been a procurement challenge with pieces in the building and others waiting to be delivered. Johnson Controls has been awarded the contract, and they are basically waiting on the parts. Other items of note Heitsch discussed were the website which is completely redesigned and redone, the \$60,000 for the remodel of the chamber space and the board room, the LED light conversion, and the shuttles.

The items we are asking for today to purchase are the two scissor lifts, the JLG lift, and the Barnett curtains. Discussion followed. Motion to **approve the purchase the two scissor lifts and the E300 lift via Sourcewell Contract #062320; as well as the Barnett curtains, was made by Brown and seconded by Doyle.** Upon vote being taken, the motion carried unanimously.

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 8:56 a.m.

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

Teresa Dringman

Teresa Dringman, Accounting Clerk

July 13, 2021

Date