

THE MONUMENT

MINUTES FOR THE MONUMENT BOARD OF DIRECTORS Rapid City, South Dakota Tuesday, December 28, 2021

ROLL CALL AND DETERMINATION OF QUORUM

MEMBERS PRESENT: Brad Estes, Chair; and via tele-conference: Charity Doyle, Vice-Chair, and Jason Lambert, Member.

MEMBERS ABSENT: Tim Johnson, Member; and Gary Brown, Member.

OTHERS PRESENT: Craig Baltzer, Executive Director; Tracy Heitsch, Deputy Director/Finance; Tanya Gray, Event Services Manager; David Owen, Stage/Production Manager; Teresa Dringman, Accounting Clerk; Joel Landeen, City Attorney; and via tele-conference: Sara Callaway, Ticket Operations Manager; Greg Strommen, City Councilman.

ADOPTION OF AGENDA

Motion to approve agenda was made by Lambert, and second by Doyle motion carried.

APPROVE MINUTES

- 1) TM122821-01 December 14, 2021 – **Motion to approve minutes as presented made by Lambert, second by Doyle, motion carried.**

GENERAL PUBLIC COMMENT

None

FINANCIAL ITEMS REQUIRING BOARD ACTION

- 2) **TM122821-02 Bill List** – Heitsch highlighted items greater than \$5,000. Doyle asked what the charges were for Rapid City Journal, and Heitsch stated they are job advertising and printing minutes. Heitsch also replied to Doyle's question about using Indeed, and she said it has been our most effective tool for job advertisements. **Motion to approve bill list as presented made by Lambert, second by Doyle, motion carried.**
- 3) **TM122821-03 Capital Update** — Heitsch stated there is no action needed on this today. This is the same listing we have had for quite some time. Based on procurement challenges, some items will fall to 2022. We are not expecting the scissor lifts until late spring. The utility pickup will have to be discussed as well as shuttles. The replacement air compressor in Rushmore mezzanine will be here the first quarter. We are still looking for the best contractor and opportunity for the ice arena compressor overhaul. The center hung scoreboard and ribbon board will be reflected in our financials. The off-setting loan, via supplemental appropriation from the City will also be reflected in our November financials. We are still waiting on the parts for the Rushmore Hall fire alarm panel that has been in trouble mode. That item will move forward as well. We are still discussing the LED conversion of the parking lot lights and how to fit this item into the capital budget as it has a high ROI. We are not sure what the cost will be, but we will analyze for capital 2022 listing. Our total capital expenditures for 2021 were \$370,000. We will have approximately \$500,000 from our Capital 2021 moving forward to our Capital 2022 list. Heitsch said she appreciated the Board working with us on this.

ITEMS NOT REQUIRING BOARD ACTION CONTINUED

- 4) **RC Council** – Strommen wanted to note his appreciation of Heitsch's efforts to negotiate expenses. The staff and the executive director seem to be as efficient as possible. Strommen stated it gives him a lot of pride that The Monument is trying to maximize revenue and income. It happens throughout the year, and he has always been impressed. Regarding issues with salaries, the executive director talked about the difficulty with the wage scale at The Monument with the city council. Strommen discussed this a little bit with the mayor last week and talked to Baltzer about it as well. He is willing to do whatever he can to support decisions to adjust the scales. Baltzer stated with the changes that the city made with the 5% adjustment that passed through city council and to start the first of the year that

solved a lot of our problems. After that was done, we discussed it with the board president. We moved forward with just a couple of adjustments beyond that. We just don't know what the effect will be. That may mean we are behind Streets for pay. Maybe this is just getting caught up. Baltzer thinks what we were trying to accomplish between 5% and a handful of adjustments on our own that we might not need to do more.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS, AND STAFF

- 7) **Event Update** – Gray stated LNI took place about a week ago. Huge credit to the team with three arenas running and to concessions, operations, etc. Attendance was great. That was a great event for us before the holidays. Heitsch said it is important to note their banner year was 2018. They were spreading people all over town with 2 arenas. This year we set new records. We also set revenue records with ticketing. Our food and beverage did very well—doubled from banner year. The Summit Arena was built to sell food and beverage. We did double the numbers with only a third of the staff. The premium offerings went without questions. Overall the event was stellar. The LNI Board were very pleased as well. Baltzer said it was a good test on the Summit Arena to see if this worked as well as we wanted it to. It helped being able to have the entire event in one location. It was the perfect event and was nice to see the Summit working how we intended. We only had enough people to man one or two points of sale at each concession stand, but it worked great. The LNI board loves the new arena. Attendees would buy a ticket for the event and would receive a wristband allowing them into all arenas. For grand entry they did it a little different. They had a parade where teams came and went. Normally you would see every single team at once. Gray stated every department made it happen, but it was a group effort. I don't think we could have asked much more. LNI was obviously good to us this year. If you went anywhere throughout the community during those four days, the families were happy to be here, eating, shopping. Baltzer stated Visit Rapid City, Prairie Edge, and The Monument got an award for being supporters of the tournament. We have a beautiful Native American blanket that was gifted. Gray stated the LNI Board of Directors were great and did a great job of adding teams.

For this week, we had a hockey game last night and will have one on Wednesday, Friday, and Saturday. Next week we have hockey, a gymnastics meet, youth basketball, a school event Symphony Safari, military police activation ceremony, soccer practice, and Board of Realtors. All the time we are planning for the Black Hills Stock Show and Rodeo Rapid City.

- 8) **Executive Director's Update** – Baltzer stated he wanted to thank the Board and staff for letting him have a Christmas vacation. We are still working with warranty issues on the new building. We have a board member, Brad Estes, who will be going off the Board, and this is his last meeting. Baltzer reflected on having Estes on our Board. He came in during a tumultuous time. There were big decisions to be made and to put The Monument up front. He wanted to thank Estes for being there. He was a part of the new rodeo and stock show contracts. We are going to gift Estes an event picture collage as a token of our appreciation. The last couple of years we had more to handle, and it was great to have Estes there. Estes thanked everyone and stated he really enjoyed it.
- 9) **Financial Summary** – Heitsch asked to continue our review of November financials to January, due to non-receipt of the November Treasury Report from City Finance. We are not expecting any major surprises. I do not have an official summary to give you. We have received final numbers on the BBB of \$5,393,634 gross. That is 24% higher than the average of the last 5 years. Of that, 25% goes to VRC, and then we retain the balance. We participate in that as well. **Motion to continue the review of November financials to the January 25 meeting was made by Doyle, second by Lambert, motion carried.**

ADJOURNMENT

Estes adjourned the meeting at 8:55 a.m.

Respectfully submitted,

Teresa Dringman
Accounting Clerk
The Monument