

**RUSHMORE PLAZA CIVIC CENTER  
BOARD OF DIRECTORS MEETING MINUTES  
Tuesday, June 28, 2016**

Vice-Chairman of the Board, Donna Winkler called the meeting to order at 8:15 a.m. with the following Board members present: Don Frankenfeld and Jeff Bailie. Staff present include: Executive Director, Craig Baltzer; Assistant Executive Director, Jayne Kraemer; Accounting and Administration Manager, Jarrett Breuninger; and Administrative Assistant, Sandra Arnold. Liaisons present include: CVB, Julie Jensen and City Council, Charity Doyle. Others present include: Central States Fair representative, Gary Brown; Midwest Marketing representative, Dawn Claymore; Civic Center Resolution Task Force members; Rod Pettigrew, Matt Huether, and Bob Weyrich; and news station reporter.

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

General Public Comment

None

Minutes

Motion was made by Frankenfeld and seconded by Winkler **to approve the minutes of the May 24, 2016 meeting as presented**. Upon vote being taken, the motion carried unanimously. Motion was made by Bailie and seconded by Frankenfeld **to approve the minutes of the June 14, 2016 meeting as presented**. Upon vote being taken, the motion carried unanimously.

Bill List

The 2016 Bill List for June 28 was audited.

A-1 SEPTIC	350.00
ALSCO	871.10
BEST BUY BUSINESS ADVANTAGE ACCOUNT	15.99
BLACK HILLS NURSERY	401.99
BLUE TARP FINANCIAL INC	204.74
BORDER STATES ELECTRIC SUPPLY	52.91
BROWN, BRITT	279.00
CARQUEST AUTO PARTS	67.96
CBH COOPERATIVE	280.00
CHEXCEL	25.00
CHRIS SUPPLY COMPANY	33.48
CITY OF RAPID CITY	3034.07
CRESCENT ELECTRIC SUPPLY CO	464.96
DENNIS SUPPLY	833.92
DIAMOND VOGEL PAINT CTR	156.36
EASTMAN SOUND & MUSIC	55.00
FMG INC.	21210.51
FOOD SERVICES OF AMERICA	635.89
G & R CONTROLS	5406.13
G&H DISTRIBUTING INC.	97.44
HARVEYS LOCK SHOP	166.30
JOAN'S PLANT SERVICE	350.00
KIEFFER SANITATION INC	1897.26
KNECHT HOME CENTER	121.30
KONE INC	604.95
LIGHTING MAINTENANCE CO	109.50
M G OIL CO	466.71
MENARDS	358.51
NCR CORPORATION	128.50
NORTH CENTRAL BUS & EQUIPMENT INC	956.12
PRESSURE SERVICE INC.	281.37
PROUD PROFESSIONALS	856.26

RAPID CITY AREA CHAMBER OF COMMERCE	30.00
RAPID CITY JOURNAL - ADVERTISING	279.50
RUNNINGS SUPPLY INC	313.47
SAM'S CLUB	535.68
SEQUENT ENERGY MANAGEMENT LP	669.90
SERVALL UNIFORM/LINEN CO	130.46
ST PAUL'S EVANGELICAL LUTHERAN CHURCH	66.91
STAN HOUSTON EQUIP CO INC	388.45
UNITED PARCEL SERVICE	69.62
US FOOD SERVICE	1086.47
VAST BUSINESS	2135.71
VERIZON WIRELESS	1650.21
WARNE CHEMICAL & EQUIP.	859.80
WESTERN STATIONERS	169.27
Total	49,158.68

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

Liaison Reports

Julie Jensen – Convention & Visitors Bureau: Jensen stated it has been a great couple months at the CVB with Tourism Day, customer service seminar, hosting the Grand Masons and attending the ICPC in Thailand. The Grand Masons will be held here in 2019 with ICPC being here next year. Jensen explained the LNI is having their 40<sup>th</sup> anniversary so the CVB is meeting with others to see how to make this year very special for the LNI Tournament. Jensen then explained about the Amazing Rush campaign and showed a video of the participants and all of their activities that was part of the campaign.

Charity Doyle – Council Liaison: Doyle stated the next Council meeting the Mayor is looking at releasing \$6 million of the vision funds for community projects for 2017. New Council members will be sworn in at the next Council meeting, Tuesday, July 5.

Darren Paulson – School Liaison: Not present.

Financial Information

Breuninger discussed the working financial papers as of and ending in the month of May 2016 YOY comparison through 2012 as sent to each Board Member. Board accepts as information.

Executive Director's Update

Baltzer stated the contract for Midwest Marketing is almost complete, making a few changes to reflect show marketing and consulting. Baltzer stated with the Northland Hockey Tournament being held in the Ice Arena this was the first time ice was left in place into the month of June. This provided a good test of the ice system for dealing with warm temperatures and it did not hold up as well as it should have. Baltzer believes some the stress could be resolved if the HVAC backstage Theatre was reconnected to the Energy Plant and not relied from the ice banks for air conditioning. Baltzer explained he has spoken with some other arenas that have the same system and they are having similar issues therefore, the vendor who installed the system may need to be contacted. Baltzer asked Claymore to update the Board on the conference she attended; Claymore stated she went to the Arena Marketing conference then gave an overview.

Miscellaneous:

1) RC Civic Center Resolution Task Force Update

Pettigrew stated he was the member chosen to give an update; he also introduced Weyrich and Huether. Pettigrew passed out a chart that explains the process of how the Task Force is getting to their recommendation. Pettigrew explained what the members have been doing and where they are at currently in the process. Pettigrew mentioned the three upcoming public forums that will be held in LaCroix Hall on July 7, 8 and 11. Short discussion followed.

Claymore left the meeting.

2) Stage Manager Position

Kraemer asked for this item to be held in Executive Session due to it being a personnel topic.

3) Executive Session

Motion was made by Bailie and seconded by Frankenfeld **to go into executive session for the purposes permitted by SDCL 1-25-2 (1), (3), and (4)**. Upon vote being taken, the motion carried unanimously.

Motion was made by Frankenfeld and seconded by Bailie **to come out of executive session**. Upon vote being taken, the motion carried unanimously.

Motion was made by Bailie and seconded by Frankenfeld **to approve the hiring of Casey Martin as Stage Manager at Grade 19, Step14**. Upon vote being taken, the motion carried unanimously.

There being no further business, motion was made by Bailie and seconded by Frankenfeld **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 10:19 a.m.

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

---

Sandra Arnold, Administrative Assistant

---

Date