

THE MONUMENT

MINUTES FOR THE MONUMENT BOARD OF DIRECTORS Rapid City, South Dakota Tuesday, January 23, 2024

ROLL CALL AND DETERMINATION OF QUORUM

Charity Doyle, Chair, called the meeting to order at 8:15 a.m.

MEMBERS PRESENT: Charity Doyle, Chair; Tim Johnson, Vice-Chair; Stuart Wevik, Member; Patri Acevedo Fuentes, Member and via teleconference Jason Lambert, Member.

MEMBERS ABSENT: None.

OTHERS PRESENT: Craig Baltzer, Executive Director; Tracy Heitsch, Deputy Director/Finance; Jayne Kraemer, Deputy Director/Events; Becky Bone, Accounting Clerk; Nicole Swigart, Rapid City Area Schools; Justin Williams, City Attorney; and Steve and Kim Sutton, Rodeo Rapid City. Attending via teleconference: Brook Kaufman Visit Rapid City and Jordan Bauer, Rapid City Area Schools.

ADOPTION OF AGENDA

Motion to approve agenda was made by Johnson, and second by Wevik motion carried.

APPROVE MINUTES

1) **December 19, 2023 - Motion to approve minutes as presented made by Johnson second by Acevedo Fuentes, motion carried.**

GENERAL PUBLIC COMMENT

Steve and Kim Sutton discussed upcoming 2024 Black Hills Stock Show and Rodeo Rapid City.

- Showed appreciation to The Monument Board Members and Staff for their huge contributions to Rodeo Rapid City being named 2023 PRCA Large Indoor Rodeo of the Year. Winning the title in 2023 marks 3 out of the last 4 years that Rodeo Rapid City has won this coveted PRCA award. Other finalists included San Antonio, San Angelo, Fort Worth, and Rodeo Houston.
- Recap of 2024 Rodeo Rapid City schedule.
- Invitation extended to the Board Members and Liaisons to attend the VIP Party in the Dirt event Friday.
- Cowboy Channel will host live and delayed programming of the PRCA rodeos.

FINANCIAL ITEMS REQUIRING BOARD ACTION

2) **Bill List – Heitsch highlighted items greater than \$5,000. Motion to approve bill list as presented made by Acevedo Fuentes, second by Johnson, motion carried.**

VENDOR	DESCRIPTION	AMOUNT
28 FSS BOOSTER CLUB	CLUB COMMISSIONS	\$1,200.85
A & B BUSINESS SOLUTIONS INC	LEASE/PURCHASE EQUIPMENT	\$1,732.95
A&B WELDING SUPPLY CO INC	MINOR TOOLS	\$52.57
A&J SCREENING-PARK BENCH	MINOR TOOLS	\$4,176.00
ALSCO INC	JANITORIAL / CHEMICAL	\$5,367.32
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES, MISC SUPPLES	\$4,210.34
AMERICAN LEGION POST 303	CLUB COMMISSIONS	\$1,750.00
BAREFOOT DANCE STUDIOS	CLUB COMMISSIONS	\$1,870.83
BATTERIES PLUS	RPR ELECTRICAL	\$50.00
BLACK HILLS AREA COUNCIL INC	CLUB COMMISSIONS	\$2,087.16
BLUEPEAK	TELEPHONE	\$2,347.24
BORDER STATES ELE SUPPLY	RPR ELECTRICAL	\$390.23
BUTLER MACHINERY CO.	RPR ROLLING STOCK	\$131.59
CAPITAL ONE NA	RESALE CONCESSIONS	\$410.12
CARBONHOUSE	OTHER PRO SERVICES	\$600.00

CASH-WA DISTR CO	RESALE CONCESSIONS	\$19,623.22
CBH COOPERATIVE	GAS/OIL/FUEL/CBH	\$471.20
CERTIFIED LABORATORIES INC	JANITORIAL/CHEMICAL	\$409.95
CHRIS SUPPLY COMPANY INC	MISC SUPPLY	\$26.40
CITY OF RAPID CITY	WATER	\$9,795.39
CLIMATE CONTROL SYS SERVICE	OTHER PRO SERVICES	\$2,262.00
COCA-COLA OF THE BLACK HILLS	RESALE CONCESSIONS	\$41,859.30
CONSOLIDATED ELECTRICAL	RPR ELECTRICAL	\$8,109.11
CRESCENT ELECTRIC SUPPLY CO	RPR ELECTRICAL	\$460.42
CROSSROADS WESLEYAN CHURCH	CLUB COMMISSIONS	\$1,344.86
DAKOTA BATTERY/ELECTRIC	RPR EQUIPMENT	\$507.42
DAKOTA PARTY	EVENT PROMO	\$252.89
DAKOTA SUPPLY GROUP	RPR ELECTRICAL LIGHTS	\$240.02
DENNIS SUPPLY	MISC SUPPLY/RPR ELECTRICAL	\$132.69
DIAMOND VOGEL PAINT CTR	RPR STREET/CURB/WALK	\$647.15
EASTMAN SOUND & MUSIC	SUBSCRIPTIONS	\$55.00
ECOLAB INSTITUTIONAL INC	LEASE/PURCHASES	\$4,547.75
FIRST ASSEMBLY OF GOD	CLUB COMMISSIONS	\$568.70
FISHER BEVERAGE COMPANY INC	RESALE CONCESSIONS	\$321.20
FOUR WINDS INTERACTIVE LLC	OTHER PRO SERVICES	\$92.89
G&R CONTROLS INC	OTHER PRO SERVICES	\$967.23
GOLDEN WEST TECHNOLOGIES	OTHER PRO SERVICES	\$160.00
HARVEYS LOCK SHOP INC	MISC SUPPLY	\$59.84
HILLS OF GRACE FELLOWSHIP	CLUB COMMISSIONS	\$358.78
I SCREAM LLC	RESALE CONCESSIONS	\$3,604.00
JOHNSON CONTROLS FIRE PRO	RPR STRUCTURES	\$3,655.35
JOHNSTONE SUPPLY	JANITORIAL/CHEMICAL	\$1,194.22
KNECT HOME CENTER	MISC SUPPLY	\$214.64
KONE	OTHER PRO SERVICES	\$2,094.00
LEIGHTON FAMILY FARMS	RESALE CONCESSIONS	\$1,600.00
MG OIL CO	GAS/OIL/FUEL	\$783.85
MALLOY ELECTRIC BEARING	RPR STRUCTURES	\$560.46
MATHESON TRI-GAS INC	JANITORIAL/CHEMICAL	\$136.57
MENARDS	RPR ELECTRICAL	\$1,773.81
MOUNTAIN STATES SECURITY	OTHER PRO SERVICES	\$177.34
NORTH CENTRAL SUPPLY INC	MISC SUPPLY	\$40.00
ODIN GATE GUARDS	OTHER PRO SERVICES	\$3,625.00
OGLALA SIOUX HOUSING	REFUNDS – OVERPAYMENT	\$3,754.20
OLSON'S PEST	OTHER PRO SERVICE	\$715.00
OPEN HEART UNITED METHODIST	CLUB COMMISSIONS	\$315.07
O'REILLY AUTO PARTS	RPR ROLLING STOCK	\$623.69
OVERHEAD DOOR OF RAPID CITY	RPR EQUIPMENT	\$326.53
PIZZA RANCH RAPID CITY	RESALE CONCESSIONS	\$106.00
POMP'S TIRE SERVICE	RPR ROLLING STOCK	\$1,785.96
PURCHASE POWER/PITNEY BOWES	METER POSTAGE	\$217.18
QUALITY BRANDS OF THE BH	RESALE CONCESSIONS	\$6,419.65
RAPID CITY CHRISTIA ED ASSOC	CLUB COMMISSIONS	\$3,734.87
RAPID CITY GIRLS JR OLYMPIC	CLUB COMMISSIONS	\$1,639.43
RAPID CITY JOURNAL	PUBLISHING	\$449.53
RAPID CITY SHRINE CLUB	CLUB COMMISSIONS	\$913.23
RC RODEO TEAM	CLUB COMMISSIONS	\$492.50
RED CLOUD INDIAN SCHOOL	CLUB COMMISSIONS	\$5,279.27
RED WING SHOE STORE	CLOTHING / FOOD EMPLOYEE	\$140.24
RUNNINGS SUPPLY INC	MINTOR TOOLS/HVAC	\$459.32
RUSHMORE SWIM TEAM	CLUB COMMISSIONS	\$896.38
SAM'S CLUB	RESALE CONCESSIONS	\$4,926.62
SAWYER BREWING CO	RESALE CONCESSIONS	\$824.00
SD UNITED	CLUB COMMISSION	\$883.57
SEQUENT ENERGY MNGMT	NATURAL GAS	\$6,350.94
SERVALL UNIFORM/LINEN CO	OTHER PRO SERVICE	\$409.18
SESAC INC	DUES – MUSIC PERFORMANCE LICENSE	\$1,346.21
SIMPSON'S PRINTING	EVENT PROMOTION – RODEO	\$60.00

SIZZLE SOFTBALL BH SILENCERS	CLUB COMMISSION	\$567.04
SLIDERS SOFTBALL 16U	CLUB COMMISSION	\$2,872.18
SLIDERS SOFTBALL 16U	CLUB COMMISSION	\$2,381.17
SDSM&T	CLUB COMMISSION	\$1,792.16
STAGERIGHT CORP	RPR EQUIPMENT	\$2,028.00
STAN HOUSTON EQUIP CO	MINOR TOOLS	\$360.00
STEVENS HS SOFTBALL	CLUB COMMISSION	\$649.82
SYSCO MONTANA INC	JANITORIAL/CHEMICAL/RESALE FOOD	\$10,817.33
TESSIER'S INC	RPR WATER/SEWER SUMMIT	\$5,640.20
ULINE INC	JANITORIAL/CHEMICAL	\$1,459.88
UNGERBOECK SYSTEMS	SUBSCRIPTIONS – SOFTWARE RENEWAL	\$41,895.00
US FOODS	RESALE CONCESSIONS	\$53,551.45
VERIZON WIRELESS	TELEPHONE	\$3,664.30
WATERTREE INC	LEASE PURCHASES SOFTNER RENTAL	\$108.90
WESTERN LEGACY FOUNDATION	DUES – ANNUAL MEMBERSHIP	\$75.00
WESTERN STATIONERS	OFFICE SUPPLIES	\$5.99
WHISLER BEARING COMPANY	RPR EQUIPMENT	\$188.42
TOTAL		\$310,235.26

3) **Capital Update – Heitsch presented. Discussion followed.**

- \$180k Capital projects approved in 2023 will be paid in 2024, due to delays in contractor completion of projects and delays in material procurement.
- Preview of the 2024 Capital Budget includes:
 - Continuation of the fire alarm system improvements facility wide, including software upgrades
 - Cyclical projects including door replacements, security camera upgrades, parking lot lights.
 - Lighting conversions to LED, ice machines, IT switches etc.
 - 65' Lift Replacement solution being discussed.
 - Barnett Roof coating solution scheduled for summer 2024
 - Rushmore Hall Pneumatics project should be complete early in 2024
- Public Works reconciliation of funds remaining for work needed to be completed.
- Upgrades to the ice arena regarding: LED light conversion, Daktronics, etc.

4) **Election of officers.**

- Doyle opened the floor for nominations for offices of President and Vice President of The Monument Board of Directors. She indicated that she would be stepping down from the role of President after two years in the role.

Motion nominate Tim Johnson as President, and Jason Lambert as Vice President, made by Wevik second by Acevedo Fuentes, motion carried. Unanimous ballot.

- Johnson assumed control of the meeting and presented Mayoral Certificate of Appointments to Jason Lambert and Stuart Wevik, renewing their terms for another 3 years.

ITEMS NOT REQUIRING BOARD ACTION CONTINUED

5) **Visit Rapid City – Kaufman presented. Discussion followed.**

- VRC looks forward to supporting Rodeo Rapid City by sponsoring the contestant hospitality room at the 2024 Rodeo Rapid City. This has long been a request of the contestants as it is quite standard at other large rodeos. Kaufman indicated VRC was pleased to be able to sponsor this need.
- Researching a new location for their visitor center office.
- VRC is following some bills through the SD Legislature regarding the timber industry and short term rentals.
- Continued pro forma on sports facilities working through the sports commission.

6) **RC Council – none**

7) **Rapid City Area Schools – Swigart and Bauer presented. Discussion followed.**

- Second semester is underway.

- Swigart expressed her desire to continue to be good partners with The Monument. Her team is working to avoid scheduling conflicts that may interfere with parking during the Black Hills Stock Show and Rodeo Rapid City.
- Look forward to the spring state tournaments and working with The Monument staff.
- Bauer confirmed volleyball tournament will be back in Sept 2024.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS, AND STAFF

7) Executive Director's Update – Baltzer presented. Discussion followed.

- Ticket company RFP interviews held last week with board member Wevik participating.
 - Current ticket company contract expires 6/30/2024.
 - 12 RFPs were submitted for review; narrowed down to 3 RFPS with additional information from the three companies requested for further review.
- Venue coalition to announce past national touring events increased numbers were due to after effects of COVID and expect numbers to flatten in the coming years.
 - Rapid City market projected numbers will continue to be strong as typically will lag one year behind the bigger markets.
- Summit Roof Update
 - Water penetration issues are resolved, we believe. Spring rains will make the final determination.
 - The primary issue remaining is the baffle connection between Summit and Barnett and the water penetration still persistent in this area.

8) November 2023 Financial Summary – Heitsch presented. Discussion followed.

- Revenues are at 91.55% of budget; \$1.1M higher than 2022.
- Self-generated revenues are up.
- BBB revenue projected at 3% increase from 2022 but will fall short.
- Expenses are up from 2022 at \$1.7M for total 88.25% of budget.
- Budget savings includes salary and wages for open positions that were not filled.

December 2023 Preview:

- 2023 Budget was achieved – final audit numbers coming forth.
- Expect revenues to be 1% over budget.
 - Self-generated revenue is up \$1.6M or 18% over 2022.
 - BBB up 1.7%; which is less than the 3% budgeted.
- Expenses 2.6% under budget for 2022.
 - Less expected payroll and supplies expenses.
 - Expect 2024 F&B beer wholesale cost increases.
 - Capital budget \$750k for 2024. This does not include the roof projects etc.

9) Event Update – Kraemer presented. Discussion followed.

- Black Hills Stock Show and Rodeo Rapid City combined schedule pamphlets were distributed.
 - Black Hills Sports Show and Rodeo Rapid City events.
 - Sutton Rodeo move in last week with dirt and panels.
 - Vendors are moving in this week.
 - Thursday youth cattle check in – Youth Cattle Shows this Friday and Sat.
 - Xtreme Bulls and Xtreme Bronc events will take place this Friday and Saturday.
 - Rodeo Zone – free entertainment with music, talk shows, and podcasts filmed for social media etc.
 - HS Rodeo and Chili Cook Off on Sunday.
 - Monument Health offering free screenings throughout the event.
 - Wednesday, January 31, will be Ladies Day in Rodeo Zone with many special events.

ADJOURNMENT

Johnson adjourned the meeting at 9:02 a.m.

Respectfully submitted,

Becky Bone
Accounting Clerk
The Monument