

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, July 26, 2016**

Chairman of the Board, Mike Diedrich called the meeting to order at 8:15 a.m. with the following Board members present: Donna Winkler, Jennifer Landguth, and Jeff Bailie. Staff present include: Executive Director, Craig Baltzer; Assistant Executive Director, Jayne Kraemer; Assistant Executive Director, Tracy Heitsch; Life Safety and Events Coordinator, Larry Dale; Operations Manager, Paul Sterling; Corporate Sale Manager, Ivan Brown; and Administrative Assistant, Sandra Arnold. Liaisons present include: CVB, Julie Jensen. Others present include: Central States Fair representative, Gary Brown; City Council member, Amanda Scott; Department of Homeland Security representative, Scott Davis; and Mayor Steve Allender. Rapid City Journal representative, Jennifer Naylor Gesick entered later in the meeting.

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

General Public Comment

Mayor Allender wanted to update the Board on the progress of the Task Force. The Task Force has been working on two issues regarding the Civic Center; Barnett Arena and public consensus over the first campaign. The Task Force has a different outlook then the last time so they are approaching the Barnett Arena with three phases; ADA, Life Safety, and Marketability. The Task Force is moving slowly to analyze and communicate each phase to the public. Allender stated he felt it was time to relook at the Vision Fund process with creating the ability to open up half of the annual receipts for other projects. Allender feels the public has their eye on taxes and are worried about how the Vision Fund and Capital Improvement Projects Fund are being utilized. Bailie expressed that he is worried about the Boards involvement as it seems like they have been side-stepped. Allender stated it is not the intent to side-step the Board or to distance/join the Task Force to any group or person. Short discussion followed. Board thanked the Allender for the update.

Gesick entered during General Public Comment.

Allender left the meeting.

Minutes

Motion was made by Bailie and seconded by Winkler **to approve the minutes of the June 28, 2016 meeting as presented**. Upon vote being taken, the motion carried unanimously. Motion was made by Winkler and seconded by Bailie **to approve the minutes of the July 12, 2016 meeting as presented**. Upon vote being taken, the motion carried unanimously.

Bill List

The 2016 Bill List for July 26 was audited.

ACE HARDWARE-EAST	65.70
ACE HARDWARE-WEST	107.87
ALSCO	1422.18
BBJ LINEN	120.46
BEST BUY BUSINESS ADVANTAGE ACCOUNT	22.99
BORDER STATES ELECTRIC SUPPLY	2153.69
BROWN'S SMALL ENGINE REPAIR	95.52
CASH-WA DISTRIBUTING COMPANY	3299.25
CBH COOPERATIVE	81.20
CHRIS SUPPLY COMPANY	44.38
CITY OF RAPID CITY	2525.72
CLIMATE CONTROL SYSTEMS & SERVICE	90.90
COCA-COLA OF THE BLACK HILLS	198.00
6790 COLD FRONT DISTRIBUTION LLC	90.00
COPY COUNTRY INC.	453.50
CRESCENT ELECTRIC SUPPLY CO	314.16
CRUM ELECTRIC	260.96
DENNIS SUPPLY	27.28
DIAMOND VOGEL PAINT CTR	115.77
EASTMAN SOUND & MUSIC	55.00
ELECTRICAL ENGINEERING & EQUIPMENT CO	1698.70

FASTENAL COMPANY	885.67
FISHER BEVERAGE COMPANY	2213.70
FOOD SERVICES OF AMERICA	2210.94
FOUR WINDS INTERACTIVE LLC	543.92
FRH FIELD SERVICE	179.45
G&H DISTRIBUTING INC.	179.59
GOLDEN WEST TECHNOLOGIES INC	531.00
HAGGERTY'S MUSIC WORKS	11.90
HILLS SEPTIC SERVICE	265.00
HOBBY LOBBY	14.21
INTERNATIONAL ASSOCIATION OF VENUE MANAGERS	470.00
JENNER EQUIPMENT CO	177.12
JERRY'S CAKES SHAKES & BAKE	27.00
JOAN'S PLANT SERVICE	350.00
JOHNSON BROTHERS OF SD	969.70
JOHNSON MACHINE INC.	306.77
KAY PARK RECREATION CORP	77.55
KIEFFER SANITATION INC	2140.62
KNECHT HOME CENTER	30.27
M G OIL CO	668.72
MARCO INC	825.77
MATHESON TRI-GAS INC	333.16
MENARDS	152.40
MGH WORK SOLUTIONS	20.00
MUTH ELECTRIC INC.	1129.00
NCR CORPORATION	874.00
NORTHWEST PIPE FITTINGS INC	214.30
OFFICEMAX INCORPORATED	93.75
PACIFIC STEEL & RECYCLING INC	42.00
PATTERSON MEDICAL SUPPLY INC	231.45
POWER HOUSE HONDA	22.69
RAPID CITY AREA CHAMBER OF COMMERCE	30.00
RAPID CITY JOURNAL - ADVERTISING	308.59
RAPID COLLISION	1703.84
SAFEWAY INC	22.95
SEQUENT ENERGY MANAGEMENT LP	10.93
SERVALL UNIFORM/LINEN CO	130.46
SOUTHSIDE CLEANERS	60.00
STAGERIGHT CORP	1984.80
STAN HOUSTON EQUIP CO INC	259.99
STOTZ EQUIPMENT	219.25
SUMMIT SIGNS & SUPPLY INC	406.00
SYSCO MONTANA INC	511.52
TIME EQUIP. RENTAL & SALES INC.	74.08
TOUT ADVERTISING	749.00
UNITED PARCEL SERVICE INC	25.01
US FOOD SERVICE	1312.13
VAST BUSINESS	2065.05
VERIZON WIRELESS	1518.63
WATERTREE INC	86.20
WESTERN COMMUNICATIONS INC	239.00
WESTERN STATIONERS	350.96
WHISLER BEARING COMPANY	7.55
Total	41,510.82

Motion was made by Winkler and seconded by Bailie 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 they have been invited to make a presentation of their Amazing Rush campaign at E-Tourism. Jensen has been meeting with many people to coordinate ideas for the upcoming LNI's 40th anniversary. Ideas have been presented to the LNI Board and they are very excited for their celebration. Jensen

highlighted a few of the ideas. CVB just complete their fiscal 2017 budget and presented it to the city; no huge changes. The Gus Macker 3-on-3 basketball tournament will be September 17-18, 2016.

Charity Doyle – Council Liaison: Scott stated she is the alternate for Doyle. She believed Doyle was attending today so she wasn't prepared to report anything today. Scott was attending to become familiar with the Board meetings as she has not attended before now.

Darren Paulson – School Liaison: Not present.

Financial Information

Heitsch discussed the working financial papers as of and ending in the month of June 2016 YOY comparison through 2012 as sent to each Board Member. Board accepts as information. Heitsch handed out a spreadsheet regarding maintenance and trades R&M expenses then explained. Heitsch then handed out a spreadsheet regarding capital budget then explained. Short discussion followed.

Executive Director's Update

Baltzer would like to propose sending email updates on non-board meeting weeks to keep the Board informed of items and events. Board agreed. Baltzer stated the staff met with the contractors for the parking lot renovation; the project will begin next Monday. A PSA will be sent out about the project and parking availability. Baltzer reminded the Board that a few months ago the Department of Homeland Security did a presentation explaining how they do facility assessments. Baltzer explained the assessment was done and the report has been completed. Baltzer introduced Dale and Davis to explain further and answer any questions.

Brown left the meeting.

Baltzer stated some of the managers went to Lincoln, NE to tour the Pinnacle Bank Arena and visit with the staff. Baltzer asked Dale to start the PowerPoint Presentation of the tour. Dale began the presentation.

Baltzer explained the Central States Fair and Sutton Rodeo representatives invited him, along with Heitsch and Kraemer, to discuss the upcoming contract renewal last week. Bailie feels very comfortable with the Civic Center staff working with both entities on negotiating the contracts. Board was pleased to hear about positive progress.

Gesick left the meeting.

Miscellaneous:

1) Security Equipment Grant Application Review

Dale explained with the assessment of the facility by the Department of Homeland Security it opened up an opportunity for the Civic Center to apply for security type grants. Dale handed out the grant application he has been working on for 12 walk-through metal detectors then explained. Baltzer stated these type of higher security measures are being requested more often now from promoters of shows and will probably become an industry standard. Bailie asked Davis if there are many grant applications being submitted in South Dakota; Davis explained. Motion was made by Bailie and seconded by Landguth **to approve submitting of the grant application for the walk-through metal detectors and accepting grant monies, if awarded.** Upon vote being taken, the motion carried unanimously.

Davis and Dale left the meeting.

2) Daktronics Discussion

Heitsch handed out the sales agreement with Daktronics and explained. Heitsch wanted confirmation from the Board to continue moving forward with this project as Daktronics is the sole provider of this type of equipment and ability to do maintenance and upkeep on the facilities existing Daktronics equipment. Short discussion followed. Board expressed for staff to move forward with the project as previously approved by Board motion on May 24, 2016.

3) Sponsorship Presentation by Ivan Brown

Brown stated there is a tremendous sponsorship sales opportunity with the new Daktronics equipment being implemented in the Barnett Arena. Brown has already had inquiries and upgrades to packages based on the new equipment being installed. Brown explained some of his forward thinking plans. Board thanked Brown for the update.

Landguth left the meeting.

4) Executive Session

Diedrich asked for a motion to go into Executive Session; hearing none it was not held.

There being no further business, motion was made by Winkler and seconded by Bailie **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 10:46 a.m.

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

Sandra Arnold, Administrative Assistant

Date