

THE MONUMENT

MINUTES FOR THE MONUMENT BOARD OF DIRECTORS Rapid City, South Dakota Tuesday, April 9, 2024

ROLL CALL AND DETERMINATION OF QUORUM

Tim Johnson, Chair, called the meeting to order at 8:15 a.m.

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Craig Baltzer, Executive Director; Jayne Kraemer, Deputy Director/Events; Jarrett Breuninger, Accounting and Administration Manager; Justin Williams, City Attorney; Paul Sterling, Director of Operations; Rory Hammerbeck, Engineering Manager; and Becky Bone, Accounting Clerk.

ADOPTION OF AGENDA

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

APPROVE MINUTES

1) **March 26, 2024 Motion to approve minutes as presented made by Acevedo Fuentes, second by Doyle, motion carried.**

GENERAL PUBLIC COMMENT None.

FINANCIAL ITEMS REQUIRING BOARD ACTION

2) **Bill List – Breuninger highlighted items greater than \$5,000.**

Motion to approve bill list as presented made by Wevik, second by Lambert, motion carried.

Vendor	Description	Amount
ALSCO	JANITORIAL/CHEMICAL/RENTALS	\$3,122.77
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$1,925.80
BH CHEMICAL AND JANITORIAL CO	JANITORIAL/CHEMICAL	\$956.29
BH ORTHOPEDIC & SPINE CENTER PC	OTHER PRO SERVICES	\$60.00
BLUEPEAK	TELEPHONE USAGE	\$2,533.65
BROWN'S SMALL ENGINE REPAIR	RPR EQUIPMENT	\$9.13
BSA TROOP 2020	CLUB COMMISSION	\$1,936.11
CAPITAL ONE NA	OFFICE SUPPLIES	\$626.84
CARBONHOUSE	OTHER PRO SERVICES	\$600.00
CASH-W DISTRIB CO	RESALE – F&B	\$11,295.30
CBH COOP	GAS/OIL/FUEL	\$83.20
COCA-COLA OF THE BH	RESALE – F&B	\$21,138.95
CONSOLIDATED ELECTRICAL DISBRIB	RPR ELECTRICAL	\$599.72
CONVERGINT TECHNOLOGIES	RPR STRUCTURES	\$292.90
CRAIG BALTZER	TRAVEL/CONFERENCE	\$214.00
CRESCENT ELECTRIC SUPPLY	RPR ELECTRICAL	\$3,944.00
CRUSH SOFTBALL	CLUB COMMISSION	\$3,086.51
DIAMOND VOGEL PAINT CTR	RPR STRUCTURES	\$304.94
ELLSWORTH AFB TOP III ASSOC	CLUB COMMISSION	\$1,150.37
EVAN SIMS	TRAVE/CONFERENCE	\$242.00
FISHER BEVERAGE CO INC	RESALE – CONCESSIONS – KEGS	\$2,653.20
G&R CONTROLS INC	OTHER PRO SERVICES	\$2,748.98
GLOBAL DISTRIBUTING INC	RESALE – CONCESSIONS – KEGS	\$664.00
GRIMM'S PUMP SERVICE INC	RPR EQUIPMENT	\$228.48
I SCREAM LLC	RESALE – F&B	\$2,900.00
INTERSTATE BATTERIES INC	RPR ROLLING STOCK	\$144.95
JARRETT BREUNINGER	TRAVEL/CONFERENCE	\$242.00

KIEFFER SANITATION INC	OTHER PRO SERVICES	\$5,012.92
KNECHT HOME CENTER	MISC SUPPLY/RPR STRUCTURES	\$363.01
LAST MILE BREWERY	RESALE – CONCESSIONS	\$520.00
M G OIL CO	GAS/OIL/FUEL	\$2,070.87
MASTERS CUSTOM DESIGN	CLOTHING/FOOD – STAFF STOCK	\$2,492.16
MENARDS	RPR STRUCTURES	\$420.14
MIDWESTERN MECHANICAL RAPID INC	BUILDING STRUCTURES	\$5,350.26
NORTHWEST PIPE FITTINGS INC	RPR WATER / SEWER	\$270.85
OLSON'S PEST	OTHER PRO SERVICES	\$715.00
OPEN HEART UNITED METHODIST	CLUB COMMISSION	\$967.08
PARTS ONE LLC	MISC SUPPLY	\$20.58
PITNEY BOWES GLOBAL	LEASE/PURCHASES	\$398.82
PITNEY BOWES GLOBAL	OFFICE SUPPLIES – POSTAGE	\$29.04
QUALITY BRANDS OF THE BH	RESALE – CONCESSIONS	\$3,104.10
RC CHRISTIAN ED ASSOC	CLUB COMMISSION	\$1,136.42
RAPID CITY SHRINE CLUB	CLUB COMMISSION	\$334.69
RAPID CITY YOUTH BOXING	CLUB COMMISSION	\$726.54
RED CLOUD INDIAN SCHOOL INC	CLUB COMMISSION	\$1,944.66
RED WING SHOE STORE	CLOTHING/FOOD	\$127.49
SAM'S CLUB	RESALE – CONCESSIONS	\$6,601.49
SARA GLENN	TRAVEL/CONFERENCE	\$214.00
SAWYER BREWING CO	RESALE – CONCESSIONS	\$352.00
SEQUENT ENERGY MANAGEMENT	NATURAL GAS	\$11,437.29
SERVALL UNIFORM/LINEN CO	OTHER PRO SERVICES	\$214.69
SIGN EXPRESS	OTHER PRO SERVICES	\$30.00
SLIDERS SOFTBALL 18U	CLUB COMMISSION	\$259.67
SO IT GROWS PLANT CARE	OTHER PRO SERVICES	\$350.00
SDSM&T	CLUB COMMISSION	\$938.59
STAN HOUSTON	MINOR TOOLS	\$99.00
SUMMIT SIGNS & SUPPLY INC	MISC SUPPLY/MATERIAL	\$31.50
SYSCO MONTANA INC	JANITORIAL/CHEMICAL	\$21,480.37
TK ELEVATOR CORPORATION	OTHER PRO SERVICES	\$1,159.00
TOUT ADVERTISING	OTHER PRO SERVICES	\$390.00
TRANE CO	OTHER PRO SERVICES	\$1,197.71
ULINE INC	MISC SUPPLY/MATERIAL	\$9,194.30
US FOODS	RESALE – CONCESSIONS	\$27,568.90
VICTORIA'S GARDEN	RESALE – CONCESSIONS	\$163.00
VISIT RAPID CITY	TRAINING	\$27.00
WALL MEAT PROCESSING	RESALE – CONCESSIONS	\$299.20
WESTMINSTER PRESBYTERIAN	CLUB COMMISSION	\$896.70
TOTAL		\$172,613.13

3) **Surplus List 2024 – Presented by Paul Sterling. Discussion followed.**

- **Items on the list are at their end of life and/or will be traded for newer equipment.**

Motion to approve Surplus List 2024 made by Doyle, second by Acevedo Fuentes, motion carried.

4) **Capital Update – Hammerbeck presented. Discussion followed.**

- **Security Cameras for N Side Staging & Concourses**
 - **\$22,849.69 to replace existing cameras in concourse age 10-15 years old.**
 - **Convergint Technologies was the low quote vendor.**
 - **Facility doors and fobs will be installed at a later date.**

Motion to approve \$22,849.69 for Security Cameras from Convergint Technologies made by Acevedo Fuentes second by Lambert, motion carried.

- **Forklift – with trade of 2012 Clark forklift**
 - **\$23,431.00 after trade of 2012 Clark; trade value of \$8000. Multiple quotes received. 2012 forklift is unreliable and on the surplus list as a trade-in item.**

Motion to approve purchase of forklift for \$23,431.00 from Forklifts of MN, made by Wevik, second by Doyle, motion carried.

- **Side by Side – with trade of 2006 John Deere Gator – value: \$2000**

- \$14,026.22 was the low quote received from Grossenburg Implement
- Current SXS is at end of life and is on the surplus list.

Motion to approve side by side purchase of \$14,026.22 from Grossenburg Implement, made by Lambert, second by Doyle, motion carried.

- City IT Solution for WIFI upgrade in Upper Rushmore
 - \$8,568.96 hardware only
 - Allow for faster speeds for our event clients

Motion to approve WIFI upgrades, as purchased thru City IT, for \$8,568.96 made by Doyle, second by Wevik, motion carried.

- Summit Arena Damper Issue Resolution
 - \$41,860.00
 - Economize outside air to accommodate the occupancy of the arena.
 - Includes safeguards for CO levels.
 - No market for trade-in of the current used dampers that are being replaced.
 - Tessier's and G&R Controls will be the vendors as they were the vendors curing the arena construction. The new dampers must be the same equipment source and controls as the original dampers, thus this is a sole source purchase.

Motion to approve damper replacements for \$41,860.00 made by Doyle, second by Lambert, motion carried.

- Dock Heat at Overhead Doors
 - \$19,720.00
 - Tessier's and G&R Controls to install as they were the original vendors for arena construction.
 - Loading dock was built for storage area but is now being used for several events that require heat regulation.
 - Research and studies were completed for the best solution to combat radiant heat loss while overhead doors are open.

Motion to approve dock heat at overhead doors for \$19,720.00 made by Acevedo Fuentes, second by Doyle, motion carried.

- 60' Lift Replacement (with trade-in of inoperable lift for \$4000) – no action required.
 - \$109,897.00 is the current low quote thru Sourcewell.
 - Shipping is not included in this value, so we will need to continue to research purchase options.
 - Final numbers to be presented at next board meeting.

DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS, AND STAFF

5) Event Update –Kraemer discussed the calendar and highlighted events and plans for the next few weeks.

- Kids Fair last weekend
- 3-Rush games – End of Season Farewell Party
- Stevens/Central Prom
- Gun show
- Breaking Benjamin with Daughtry
- Faith and Hope Breakfast
- Douglas Prom
- Country Junkin' Market
- Beyond the Dental Chair
- Marshal's Football Pre-Season Game

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

- **Water pressure issue appears to have been resolved. Planning a test of the plumbing system that will emulate a large event to measure the system pressure readings to prepare for the Stapleton concert.**
- **Current open management positions are being re-examined.**
 - **Operations Assistant Mgr**
 - **F&B Head Chef position**
 - **New position being considered for Social Media Marketing Manager; details will be forthcoming.**
- **Reevaluation and design of Club LIV space is ongoing.**
 - **Club LIV is high-end club intended for the event goer to watch the show while enjoying food and drink.**
 - **Evaluating the redesign and alterations of the LIV Premium Area to accommodate a larger group; currently there is insufficient space for the food area and seating.**
 - **Renewal of client memberships this summer; this is an important revenue stream for The Monument.**

ADJOURNMENT

Johnson adjourned the meeting at 9:00 a.m.

Respectfully submitted,

Becky Bone
Accounting Clerk
The Monument