

# THE MONUMENT

## MINUTES FOR THE MONUMENT BOARD OF DIRECTORS Rapid City, South Dakota Tuesday, June 11, 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; Charity Doyle, Member; Patri Acevedo Fuentes, Member; and Stuart Wevik, Member; and via teleconference: Jason Lambert, Vice-Chair.

MEMBERS ABSENT:

OTHERS PRESENT: Craig Baltzer, Executive Director; Jayne Kraemer, Deputy Director/Events; Jarrett Breuninger, Accounting & Administration Manager; Rory Hammerbeck, Engineering Manager; Justin Williams, City Attorney Becky Bone, Accounting Clerk; and via teleconference: Greg Strommen, City Councilman.

### ADOPTION OF AGENDA

Motion was made by Doyle, second by Wevik, to add Executive Session for SDCL 1-25-2(5), business and pricing strategies to the agenda, motion carried.

### APPROVE MINUTES

1) **May 28, 2024 - Motion to approve minutes as presented made by Doyle, second by Acevedo Fuentes, 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 Doyle, motion carried.**

<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
AMAZON CAPITAL SERVICES	OFFICE EQUIPMENT	\$1,816.42
BOUND TREE MEDICAL INC	MISC SUPPLY	\$156.78
CAPITAL ONE NA	OFFICE SUPPLIES	\$72.92
CARBONHOUSE	OTHER PRO SERVICE	\$600.00
COCA-COLA OF THE BLACK HILLS	RESALE – CONCESSIONS	\$4,571.90
CODY PATTERSON	OFFICE EQUIPMENT	\$64.99
COLUMN SOFTWARE PBC	PUBLISHING-BOD MINUTES	\$288.46
DAKOTA SUPPLY GROUP	RPR ELECTRICAL	\$3,622.29
FASTENAL COMPANY	RPR ROLLING STOCK	\$11.09
FERGUSON ENTERPRISES INC	BUILDING/STRUCTURES	\$15,800.00
FISHER BEVERAGE COMPANY INC	RESALE – CONCESSIONS	\$884.00
JOHNSON CONTROLS FIRE PRO	BUILDING/STRUCTURES	\$24,260.79
KNECHT HOME CENTER	MISC SUPPLY/MATERIAL	\$70.73
MENARDS	RPR ELECTRICAL	\$267.55
PACIFIC STEEL & RECYCLING INC	RPR ROLLING STOCK	\$28.55
RUNNINGS SUPPLY INC	MISC SUPPLY/MATERIAL	\$96.67
SAM'S CLUB	RESALE – CONCESSIONS	\$1,236.26
SERVALL UNIFORM/LINEN CO	OTHER PRO SERVICE	\$214.69
SIGN EXPRESS	MISC SUPPLY / MATERIAL	\$421.74
US FOODS	RESALE – CONCESSIONS	\$2,009.10
<b>TOTAL</b>		<b>\$56,494.93</b>

- 3) **Capital Update – Breuninger presented. Discussion followed.**
- **Skid Steer Attachments – Mini Sweeper \$16,600 action requested.**
  - **Security Camera Server Upgrades initial quote \$25,460.23 increased to \$25,995.82 due to purchase delay costs.**
  - **Wevik inquired about the Capital Budget Strategic Plan timeline. Baltzer explained this in progress with the complete plan presented to the Board expected September 2024.**

**Motion to approve Skid Steer Mini Sweeper attachment from Grossenburg Equipment for \$16,600 as presented made by Wevik, second by Acevedo-Fuentes, motion carried.**

- 4) **Ticketing RFP – Breuninger presented. Discussion followed.**
- **Breuninger explained the Board approved the Ticketing RFP process to begin in December 2023. A 5-person committee was formed which included Board Member Wevik. Finalists best-fitting The Monument’s needs were chosen. These three companies were interviewed, the committee then scored each company based on six key points of evaluation. Paciolian was scored the highest by the committee.**
  - **Baltzer added he looks forward to a continued relationship with Paciolian and is excited about the upcoming processes they will be implementing and how these will impact our business.**
  - **Wevik explained his experience through the RFP interview process and supports the selection.**
  - **Action requested to approve the Ticketing RFP award to Paciolian.**

**Motion to approve the Ticketing RFP award to Paciolian as presented, made by Doyle, second Wevik, motion carried.**

#### **DISCUSSION FROM THE PRESIDENT, BOARD MEMBERS, AND STAFF**

- 5) **Executive Director’s Update – Baltzer presented. Discussion followed.**
- **Baltzer thanked the Board for allowing the 1880 Train and Keystone team building event Monday, June 10. Employees met in Keystone to ride the 1880 Train with lunch at The Front Porch following.**
  - **Interviews are being held for four professional positions: (2) Assistant Operation Managers, Social Media Content Coordinator, and Events Service Manager. First round of interview have gone well with second interviews forthcoming.**
  - **Brittney Huschka continues to work with a Strategic Planning committee that will use our Mission and Values to create a 3-5 year strategic plan for The Monument.**
  - **Interdepartmental Charges and PILT discussions addressing the formulas used to creating price increases are forthcoming between the Mayor, Baltzer and City Finance Director.**
- 6) **Event Update –Kraemer discussed the calendar and highlighted events and plans for the next few weeks.**
- **City Employee Appreciation Lunch**
  - **50<sup>th</sup> Anniversary of Quilt Show**
  - **GPLT Health Board Conference**
  - **Skillet**
  - **Monument Health Golden Guitar Gala**
  - **Elevate Awards Banquet**
  - **Department of Education Conference**
  - **Red Pill Expo**
  - **Day of Hoops**
  - **BH Con**

#### **EXECUTIVE SESSION**

As permitted by SDCL 1-25-2(5), the Board went into Executive Session at 9:14 a.m. to discuss business and pricing strategies.

**Motion was made by Doyle and seconded by Wevik to come out of Executive Session at 9:50 a.m., motion carried. No action taken.**

**ADJOURNMENT**

Johnson adjourned the meeting at 9:52 a.m.

Respectfully submitted,

Becky Bone  
Accounting Clerk  
The Monument