

**RUSHMORE PLAZA CIVIC CENTER  
BOARD OF DIRECTORS MEETING MINUTES  
Tuesday, May 23, 2017**

Chair of the Board, Donna Winkler called the meeting to order at 8:15 a.m. with the following Board members present: Jeff Bailie and Dan Kline. Staff present include: Executive Director, Craig Baltzer; Deputy Director, Jayne Kraemer; Deputy Director, Tracy Heitsch; and Administrative Assistant, Sandra Arnold. Liaisons present include: City Council, Charity Doyle. Others present include: Central States Fair Representative, Gary Brown. Board member, Jennifer Landguth entered later in the meeting.

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

General Public Comment

Brown stated Central States Fair had their annual meeting last week.

Minutes

Motion was made by Bailie and seconded by Kline **to approve the minutes of the May 9, 2017 meeting as presented**. Upon vote being taken, the motion carried unanimously.

Landguth entered the meeting.

Bill List

The 2017 Bill List for May 23 was audited.

28 AMXS BOOSTER CLUB	285.27
28 LRS SURE BET ASSOCIATION	400.82
A & B BUSINESS EQUIPMENT INC	887.19
A&B WELDING SUPPLY CO INC	74.95
ACES AND EIGHTS BOOSTER CLUB	1346.66
ALSCO INC	553.64
BARBIZON LIGHT OF THE ROCKIES INC	229.11
BATTERIES PLUS BULBS	66.24
BORDER STATES ELECTRIC SUPPLY	120.00
BRANDY ALLEY	242.85
BROWN'S SMALL ENGINE REPAIR	360.45
CARBONHOUSE	600.00
CASH-WA DISTRIBUTING COMPANY	7704.18
CBH COOPERATIVE	113.60
CHRIS SUPPLY COMPANY INC	201.80
CITY OF RAPID CITY	3966.51
COCA-COLA OF THE BLACK HILLS	3785.70
CONTRACTOR'S SUPPLY INC	23.70
CRESCENT ELECTRIC SUPPLY CO	617.24
EASTMAN SOUND & MUSIC	55.00
ECOLAB PEST ELIMINATION	363.15
EVENT SOFTWARE CORPORATION	2050.00
FIRST ASSEMBLY OF GOD	973.55
FOOD SERVICES OF AMERICA	8838.35
G&H DISTRIBUTING INC.	663.66
GOLDEN WEST TECHNOLOGIES INC	250.00
HEARTLAND PAPER CO	2824.20
JOAN'S PLANT SERVICE	350.00
JOHNSON BROTHERS OF SD	265.50
JOHNSON MACHINE INC.	19.38
KIEFFER SANITATION INC	1957.81
KNECHT HOME CENTER	32.05

MATHESON TRI-GAS INC	123.73
MENARDS	129.81
MIDWEST MARKETING	7875.00
MOUNTAIN PLAINS AUDIOLOGY	23.00
MT STATES SECURITY	368.75
NORTHWEST PIPE FITTINGS INC	839.53
PITNEY BOWES	359.43
PROMOTION REHABILITATION	180.00
RAPID CITY AREA CHAMBER OF COMMERCE	20.00
RAPID CITY JOURNAL - ADVERTISING	695.00
RAPID ROOTER	105.00
RDO EQUIPMENT CO	93.41
RED WING SHOE STORE	169.99
SAFEWAY INC	54.91
SERVALL UNIFORM/LINEN CO INC	135.68
SD SCHOOL OF MINES & TECHNOLOGY	690.49
STAN HOUSTON EQUIP CO INC	123.80
STATE OF SOUTH DAKOTA	172.00
SYSCO MONTANA INC	2304.93
THYSSENKRUPP ELEVATOR CORP	317.30
ULINE INC	688.56
UNITED RENTALS NORTH AMERICA	3500.00
US FOOD SERVICE	3027.74
VAST BUSINESS	2157.82
VERIZON WIRELESS	1576.61
WARNE CHEMICAL & EQUIP.	827.00
WATERTREE INC	69.00
WESTERN COMMUNICATIONS INC	140.40
WESTERN STATIONERS	35.13
WHISLER BEARING COMPANY	40.10
WW GRAINGER INC	153.30
Total	67,219.98

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

#### Executive Director's Update

Baltzer stated the Civic Center is receiving a rebate check from Black Hills Energy for \$6,000. The check presentation will be held Thursday, May 25, along with a press release.

Baltzer stated he met with Suttons on their contract and that should be completed soon. Also met with Central States Fair with more discussion to follow with them regarding some verbiage. Short discussion followed.

Baltzer stated the ICPC event is going well and will finish up on Wednesday evening.

Bailie asked how the Broadway Series for this year ended up. Baltzer stated not as well as he had hoped; next year Series looks to be having some early interest from customers which is a good sign for a better season.

#### Liaison Reports

Julie Jensen – Convention & Visitors Bureau: Not present.

Charity Doyle – Council Liaison: Doyle stated sales tax is essentially flat as of the end of March. Mt. Rushmore Road corridor is looking good; going into the last stages of construction. Dale Tech was hired for Public Works Director.

Darren Paulson – School Liaison: Not present.

#### Financial Information

Heitsch discussed the working financial papers as of and ending in the month of April 2017 YOY comparison through 2013, along with budget comparison, as sent to each Board Member. Board accepts as information.

Heitsch stated she should have a project schedule for Parking Lot G from FMG engineering at the next board meeting; completion should be October 1<sup>st</sup>. Heitsch explained Rushmore Hall is still being discussed but should have a contract with Skyline Engineering to review at the next Board meeting.

Miscellaneous:

1) Executive Session

Motion was made by Bailie and seconded by Landguth **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.

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

There being no further business, motion was made by Landguth and seconded by Bailie **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:56 a.m.

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

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Sandra Arnold, Administrative Assistant

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Date