

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, June 13, 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, Jennifer Landguth, and Dan Kline (via teleconference). Staff present include: Executive Director, Craig Baltzer; Deputy Director, Jayne Kraemer, Accounting and Administration Manager, Jarrett Breuninger, and Administrative Assistant, Sandra Arnold. Others present include: Central States Fair Representative, Gary Brown; Energy Plant Manager, Gunar Dzintars; Public Works Engineer, Rod Johnson; and Skyline Engineering representative, Jamie Stampe.

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

Brown stated they signed another three year contract with the carnival for the Central States Fair.

Minutes

Motion was made by Bailie and seconded by Landguth **to approve the minutes of the May 23, 2017 meeting as presented.** Upon vote being taken, the motion carried unanimously.

Bill List

The 2017 Bill List for June 13 was audited.

A & B BUSINESS EQUIPMENT INC	876.40
A&B WELDING SUPPLY CO INC	208.46
ACE HARDWARE-EAST	46.36
ACE HARDWARE-WEST	1.55
ALSCO INC	7255.13
BLACK HILLS CHEMICAL CO INC	802.99
BLACK HILLS EMBROIDERY INC	42.00
BORDER STATES ELECTRIC SUPPLY	129.73
CARBONHOUSE	600.00
CARQUEST AUTO PARTS	14.07
CASH-WA DISTRIBUTING COMPANY	2846.00
CBH COOPERATIVE	89.60
CHEXCEL	25.00
CHRIS SUPPLY COMPANY INC	288.46
CLIMATE CONTROL SYSTEMS & SERVICE	5432.54
COCA-COLA OF THE BLACK HILLS	3869.00
CONTRACTOR'S SUPPLY INC	71.40
CRAIG BALTZER	64.50
DAKOTA SUPPLY GROUP	450.01
DAKTRONICS INC	3249.99
E & J SPECIALTIES INC	12.50
EASTMAN SOUND & MUSIC	55.00
ECOLAB EQUIPMENT CARE	292.17
FMG INC.	6039.40
FOOD SERVICES OF AMERICA	41468.10
FOUR WINDS INTERACTIVE LLC	553.17
GOLDEN WEST TECHNOLOGIES INC	250.00
GRIMM'S PUMP SERVICE INC	57.90
HILLS SEPTIC SERVICE	280.00
HILLS TIRE & SUPPLY INC.	21.90
HILLYARD INC. / SIOUX FALLS	1365.70
HUBERT COMPANY	174.93
JAY'S WELDING & REPAIR	80.00
JERRY'S CAKES SHAKES & BAKE	54.00
JOHNSON MACHINE INC.	158.27
JOLLY LANE GREENHOUSE	475.58
KNECHT HOME CENTER	332.72
M G OIL CO	507.21

MATHESON TRI-GAS INC	55.80
MENARDS	756.53
MIKE WOLFORTH PHOTOGRAPHY	250.00
MT STATES SECURITY	191.75
NEVE'S UNIFORM INC	82.50
NORTH CENTRAL SUPPLY INC	766.00
NORTHWEST PIPE FITTINGS INC	607.87
PIZZA RANCH RAPID CITY	5508.00
PLANTSMYTH INC	636.95
RAPID CITY JOURNAL - ADVERTISING	289.17
RAPID ROOTER	250.00
RDO EQUIPMENT CO	48.01
RED WING SHOE STORE	200.00
ROSENBAUM'S SIGNS INC.	127.35
SAFEWAY INC	222.43
SAM'S CLUB	13.96
SEQUENT ENERGY MANAGEMENT LP	3107.79
SERVALL UNIFORM/LINEN CO INC	135.68
SPARTAN STORES LLC	5.94
SYSCO MONTANA INC	11269.80
TIME EQUIP. RENTAL & SALES INC.	257.95
US FOOD SERVICE	9817.00
VANWAY TROPHY & AWARD	62.95
WALMART COMMUNITY	273.83
WARNE CHEMICAL & EQUIP.	853.80
WATERTREE INC	126.05
WESTERN COMMUNICATIONS INC	861.00
WESTERN STATIONERS	460.74
Total	115,780.59

Motion was made by Landguth and seconded by Bailie 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 explained the situation with fulltime employees working part-time has flowed over to making sure any part-time employees working in multiple departments have to combine all hours in all departments. The Civic Center is working to figure out a way to monitor the hours internally so we don't run into overtime situations.

Baltzer stated he just received information regarding the walk-through metal detectors. The application was ranked #2 by the review committee, which means the project will probably receive funding. No purchases or work can begin before the award agreement is received which should be sent out after September 1, 2017.

Miscellaneous:

1) Skyline Engineering – Rushmore Hall

Kraemer handed out an agreement packet from Skyline Engineering regarding work on Rushmore Hall; Johnson explained. Stampe stated the agreement focuses on Rushmore Hall's ceiling and up which included lighting, electrical, and sound. Kline asked about the schedule, Johnson explained. Motion was made by Landguth and seconded by Bailie **to approve the agreement with Skyline Engineering at presented.** Upon vote being taken, the motion carried unanimously.

2) Executive Session

Winkler asked for a motion to go into executive session; hearing none, it was not held.

There being no further business, motion was made by Kline and seconded by Landguth **to adjourn the meeting.** Upon vote being taken, the motion carried unanimously. The meeting adjourned at 8:48 a.m.

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

Sandra Arnold, Administrative Assistant

Date