

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, August 22, 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, Tracy Heitsch; Deputy Director, Jayne Kraemer; and Administrative Assistant, Sandra Arnold. Liaisons present include: VRC, Julie Jensen. Others present include: Central States Fair representative, Gary Brown.

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

General Public Comment

Brown passed out a sheet showing the number of attendees for the weekend at the Central States Fair compared to the previous two years then explained.

Minutes

Motion was made by Bailie and seconded by Winkler **to approve the minutes of the August 8, 2017 meeting as presented.** Upon vote being taken, the motion carried unanimously.

Bill List

The 2017 Bill List for August 22 was audited.

A & B BUSINESS EQUIPMENT INC	933.25
A TO Z SHREDDING	209.61
ACE HARDWARE-WEST	7.59
ALSCO INC	224.77
BORDER STATES ELECTRIC SUPPLY	1305.46
CARBONHOUSE	600.00
CASH-WA DISTRIBUTING COMPANY	377.04
CBH COOPERATIVE	89.60
CERTIFIED LABORATORIES INC	220.00
CITY OF RAPID CITY	2312.79
CLIMATE CONTROL SYSTEMS & SERVICE	1509.60
CRUM ELECTRIC	68.03
DAKOTA SUPPLY GROUP	482.37
DIAMOND VOGEL PAINT CTR	5593.70
EASTMAN SOUND & MUSIC	55.00
ECOLAB PEST ELIMINATION	363.15
FOUR WINDS INTERACTIVE LLC	553.17
FULL COMPASS SYSTEMS LTD	350.00
G&H DISTRIBUTING INC.	46.38
GUSTAVE A LARSON COMPANY	294.66
HOBBY LOBBY	215.22
INDEED INC	3000.00
JOAN'S PLANT SERVICE	350.00
KIEFFER SANITATION INC	2126.17
KNECHT HOME CENTER	260.84
MATHESON TRI-GAS INC	65.10
MCKISSOCK LEARNING	312.00
MENARDS	210.52
MOUNTAIN PLAINS AUDIOLOGY	46.00
MT STATES SECURITY	59.00
NORTHWEST PIPE FITTINGS INC	1662.11
OFFICEMAX INCORPORATED	41.98
PROMOTION REHABILITATION	60.00
PROVANTAGE LLC	41.10
RAPID CITY JOURNAL - ADVERTISING	206.91
RAPID ROOTER	95.00
RUNNINGS SUPPLY INC	63.78

SAFEWAY INC	28.12
SERVALL UNIFORM/LINEN CO INC	135.68
SOLUTIONS & CLEANING PRODUCTS INC	95.31
SYSCO MONTANA INC	403.18
THYSSENKRUP ELEVATOR CORP	317.30
ULINE INC	142.80
US FOOD SERVICE	503.57
VAST BUSINESS	2824.55
WATERTREE INC	78.10
WESTERN STATIONERS	39.31
Total	28,979.82

Motion was made by Bailie and seconded by Kline 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 2018 budget presentations to the City Council were last Thursday; still working on understanding the interdepartmental charges and how the amount is being calculated. Discussion followed. Heitsch handed out a spreadsheet showing where the impact of the interdepartmental charges are in each of the departments; Administration, Box Office, and Concessions. Kline is concerned about how the capital budget will be affected. Heitsch explained where the capital budget is for the rest of 2017 then 2018.

Baltzer stated the hotel lease extension was approved at last night's City Council meeting.

Baltzer wanted to update the Board on the mystery box/assumed time capsule. Baltzer received feedback from the public, along with the people who built the box. Baltzer is working on a press conference to explain the new information regarding the box.

Liaison Reports

Julie Jensen – Visit Rapid City: Jensen stated Visit Rapid City has officially moved to Main Street Square offices and are settled in; stop by anytime. Fall focus has begun along with the last year of the Denver Broncos promotion. The mascots will be the half-time entertainment at next Thursday's preseason game. Allegiant airlines are looking at Rapid City as being a destination area; VRC will be hosting representatives later this week. Fireball Run work is continuing as the run will be finishing in Rapid City on September 30. VRC will be bidding on a convention to possibly be held at the Civic Center in 2020.

Chad Lewis – Council Liaison: Not present

Darren Paulson – School Liaison: Not present.

Financial Information

Heitsch discussed the working financial papers as of and ending in the month of July 2017 YOY comparison through 2013, along with budget comparison, as sent to each Board Member. Board accepts as information. Heitsch updated the Board on other projects going on: finishing of tile work in the west concourse restrooms, parking lot G, ice arena home locker room shower drain tiling, Wi-Fi completion, and Rushmore Hall.

Miscellaneous:

1) 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 Bailie and seconded by Kline **to adjourn the meeting.** Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:30 a.m.

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

Sandra Arnold, Administrative Assistant

Date