

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, September 12, 2017**

Chair of the Board, Donna Winkler called the meeting to order at 8:15 a.m. with the following Board members present: Dan Kline and Jennifer Landguth. 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; Chad Lewis. Others present include: Central States Fair representative, Gary Brown. Board member, Mike Diedrich and Life Safety & Events Coordinator, Larry Dale entered later in the meeting.

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

General Public Comment

Brown stated the Central States Fair Board met last night; the fair foot traffic was up and the carnival was happy. Kraemer asked about the status of the Black Hills Stock Show contract. Brown said he will check with the Fair Board and have someone get in touch.

Minutes

Motion was made by Kline and seconded by Winkler **to approve the minutes of the August 22, 2017 meeting as presented.** Upon vote being taken, the motion carried unanimously.

Diedrich entered the meeting.

Bill List

The 2017 Bill List for September 22 was audited.

ALSCO INC	273.53
ARMSTRONG EXTINGUISHER SVC. INC.	318.37
ASHLEY GRABLE	122.50
BARBIZON LIGHT OF THE ROCKIES INC	200.11
BEST BUY BUSINESS ADVANTAGE ACCOUNT	89.96
CABLE COMMUNICATION SERVICES INC	2448.98
CARQUEST AUTO PARTS	61.60
CHAMBERLIN ARCHITECTS	278.00
CHEF WORKS	1425.95
CHEXCEL	25.00
CHRIS SUPPLY COMPANY INC	295.44
CITY OF RAPID CITY	7007.60
CLIMATE CONTROL SYSTEMS & SERVICE	4687.29
CRESCENT ELECTRIC SUPPLY CO	100.25
CRUM ELECTRIC	534.92
DAKOTA SUPPLY GROUP	154.83
DAKTRONICS INC.	8157.09
DENNIS SUPPLY	1596.08
DIAMOND VOGEL PAINT CTR	1097.53
FMG INC.	2260.50
FREMONT INDUSTRIES INC	1772.14
G&H DISTRIBUTING INC.	106.03
HEARTLAND PAPER CO	84.80
JANTECH LLC	275.00
JERRY'S CAKES SHAKES & BAKE	82.00
JOHNSON CONTROLS INC	55.43
KNECHT HOME CENTER	829.56
KYLE BURDICK	3500.00
LOWE'S	311.81
M G OIL CO	527.99
MENARDS	1834.39

MIDWEST MARKETING	8050.00
NATIONAL ASSOC OF CONCESSIONAIRES	265.00
NEVE'S UNIFORM INC	62.35
NORTHWEST PIPE FITTINGS INC	52.79
PRESSURE SERVICE INC.	62.97
RAPID CITY JOURNAL - ADVERTISING	1082.23
RDO EQUIPMENT CO	69.67
RED WING SHOE STORE	344.23
RUNNINGS SUPPLY INC	277.42
SAFEWAY INC	10.00
SERVALL UNIFORM/LINEN CO INC	271.36
SKYLINE ENGINEERING	3727.50
SOLUTIONS & CLEANING PRODUCTS INC	608.00
STAN HOUSTON EQUIP CO INC	68.94
UNITED PARCEL SERVICE INC	14.55
US FOOD SERVICE	187.87
VERIZON WIRELESS	1617.18
WALCRO INC	127.36
WALMART COMMUNITY	134.92
WESTERN STATIONERS	12.45
Total	57,561.47

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

Dale entered during Executive Director's Update.

Executive Director's Update

Baltzer explained the Mayor will be doing his first of two presentations this Thursday in LaCroix Hall. Short discussion followed.

Baltzer stated the Food Services department had a busy weekend with banquets, concerts, and other miscellaneous events. Bonnie Raitt complimented the food during her concert and asked to meet the chef to personally thank him. Kudos to staff, especially since the department has been short staff.

Miscellaneous:

1) Capital Outlay Projects and Grant Update

Heitsch wanted to update the Board on the capital project budget and what can and is being accomplished. Heitsch stated Dale is here to report on the security equipment grant monies we were awarded for the walk-through metal detectors. Dale handed out a packet showing the different companies and equipment he is looking at for quotes then explained further.

Heitsch handed out the prioritized equipment list then explained the status of each item. Majority of the items have been able to stay within budget.

Dale left the meeting.

2) Lester Hospitality Lease Update

Baltzer stated the lease went through City Council and has been signed. Baltzer explained there is a letter in today's board packets regarding the verification of Lester Hospitality's revenue numbers and the 1% additional land rent agreement term.

Landguth asked about the Broadway Play sales. Baltzer stated individual shows are on sale now and sales look good.

Brown left the meeting.

3) Executive Session

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

Baltzer gave a brief overview regarding interdepartmental charges and their future status. Short discussion followed.

Landguth left the meeting.

There being no further business, motion was made by Kline and seconded by Diedrich **to adjourn the meeting**. Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:27 a.m.

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

Sandra Arnold, Administrative Assistant

Date