

**RUSHMORE PLAZA CIVIC CENTER
BOARD OF DIRECTORS MEETING MINUTES
Tuesday, September 26, 2017**

Chair of the Board, Donna Winkler called the meeting to order at 8:17 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: City Council, Chad Lewis. Others present include: Central States Fair representative, Gary Brown.

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

None

Minutes

Motion was made by Winkler and seconded by Kline **to approve the minutes of the September 12, 2017 meeting as presented.** Upon vote being taken, the motion carried unanimously.

Bill List

The 2017 Bill List for September 26 was audited.

A & B BUSINESS EQUIPMENT INC	933.25
A TO Z SHREDDING	51.34
ACE HARDWARE-WEST	30.70
ALSCO INC	1510.63
ARAMARK	1319.40
BATTERIES PLUS BULBS	113.76
BEST BUY BUSINESS ADVANTAGE ACCOUNT	40.99
BLACKSTRAP INC	1930.64
BUTLER MACHINERY CO.	775.36
CARBONHOUSE	1000.00
CARQUEST AUTO PARTS	29.07
CASH-WA DISTRIBUTING COMPANY	1153.61
CASK & CORK	550.00
CBH COOPERATIVE	67.20
CHRIS SUPPLY COMPANY INC	539.78
CITY OF RAPID CITY	19480.65
CLIMATE CONTROL SYSTEMS & SERVICE	500.00
COCA-COLA OF THE BLACK HILLS	2100.00
CONTRACTORS INSULATION & DRYWALL SUPPLY INC	211.20
CONVERGINT TECHNOLOGIES LLC	1122.58
CORNELLA REFRIGERATION INC.	237.02
DENNIS SUPPLY	44.85
DIAMOND VOGEL PAINT CTR	79.98
E & J SPECIALTIES INC	46.00
EASTMAN SOUND & MUSIC	55.00
FOOD SERVICES OF AMERICA	7510.56
FOUR WINDS INTERACTIVE LLC	553.17
FULL COMPASS SYSTEMS LTD	208.00
G&H DISTRIBUTING INC.	37.04
GOLDEN WEST TECHNOLOGIES INC	1417.50
HILLS MATERIALS CO	39.60
HORWATH LAUNDRY EQUIPMENT	78.00
JENNER EQUIPMENT CO	24.87
JOAN'S PLANT SERVICE	350.00
JOHNSON BROTHERS OF SD	204.00
JOHNSON MACHINE INC.	237.78

KIEFFER SANITATION INC	2235.29
KNECHT HOME CENTER	103.21
KONE INC	4200.63
MILLIKEN & COMPANY	42153.77
MOUNTAIN PLAINS AUDIOLOGY	23.00
MT STATES SECURITY	88.50
NEVE'S UNIFORM INC	417.00
NORTH CENTRAL SUPPLY INC	520.00
PARKWAY CAR WASH INC	294.00
PROMOTION REHABILITATION	60.00
QUALITY BRANDS OF THE BLACK HILLS	2521.47
RAPID CITY AREA CHAMBER OF COMMERCE	20.00
RAPID CITY JOURNAL - ADVERTISING	109.67
RCS CONSTRUCTION INC.	4000.00
RDO EQUIPMENT CO	4.50
REPUBLIC NATIONAL DISTRIBUTING COMPANY	338.00
RUNNINGS SUPPLY INC	419.98
RUSHMORE EQUIPMENT LLC	49900.00
SANFORD HEALTH OCCUPATIONAL MEDICINE CLINIC	25.00
SERVALL UNIFORM/LINEN CO INC	135.68
SYSCO MONTANA INC	2049.88
ULINE INC	360.23
US FOOD SERVICE	1943.71
VAST BUSINESS	2681.92
VERIZON WIRELESS	1577.25
WARNE CHEMICAL & EQUIP.	993.95
WATERTREE INC	162.75
WESTERN STATES FIRE	514.40
WESTERN STATIONERS	27.19
Total	162,464.51

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 an old legal case, that involved the Civic Center, is being appealed. A few of the staff have been subpoenaed and will be testifying next week.

Baltzer stated the Mayor did his second presentation on the future of the Barnett Arena last night to approximately 100 people in attendance. Short discussion followed.

Liaison Reports

Julie Jensen – Visit Rapid City: Not present.

Chad Lewis – Council Liaison: Lewis stated there were some lengthy and some-what controversial topics at the last council meeting. Lewis commented he has received positive feedback regarding the Civic Center and the Mayor's presentations.

Darren Paulson – School Liaison: Not present.

Financial Information

Heitsch discussed the working financial papers as of and ending in the month of August 2017 YOY comparison through 2013, along with budget comparison, as sent to each Board Member. Board accepts as information. Heitsch is hoping to bring a status report on Rushmore Hall project to the second Board meeting next month.

Miscellaneous:

1) Director of Food Services Position

Baltzer stated he is asking for the Board to approve a salary increase for the Director of Food Services. Baltzer read a letter he sent the Mayor regarding this request of moving the pay from grade 19 step 7 to

grade 19 step 18. Baltzer feels this would put this position closer to where it should be on the pay scale. Baltzer stated the Mayor replied with his support. Short discussion followed. Motion was made by Bailie and seconded by Kline **to approve the pay increase from grade 19 step 7 to grade 19 step 18 for the Director of Food Services.** 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 Bailie and seconded by Kline **to adjourn the meeting.** Upon vote being taken, the motion carried unanimously. The meeting adjourned at 9:35 a.m.

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

Sandra Arnold, Administrative Assistant

Date